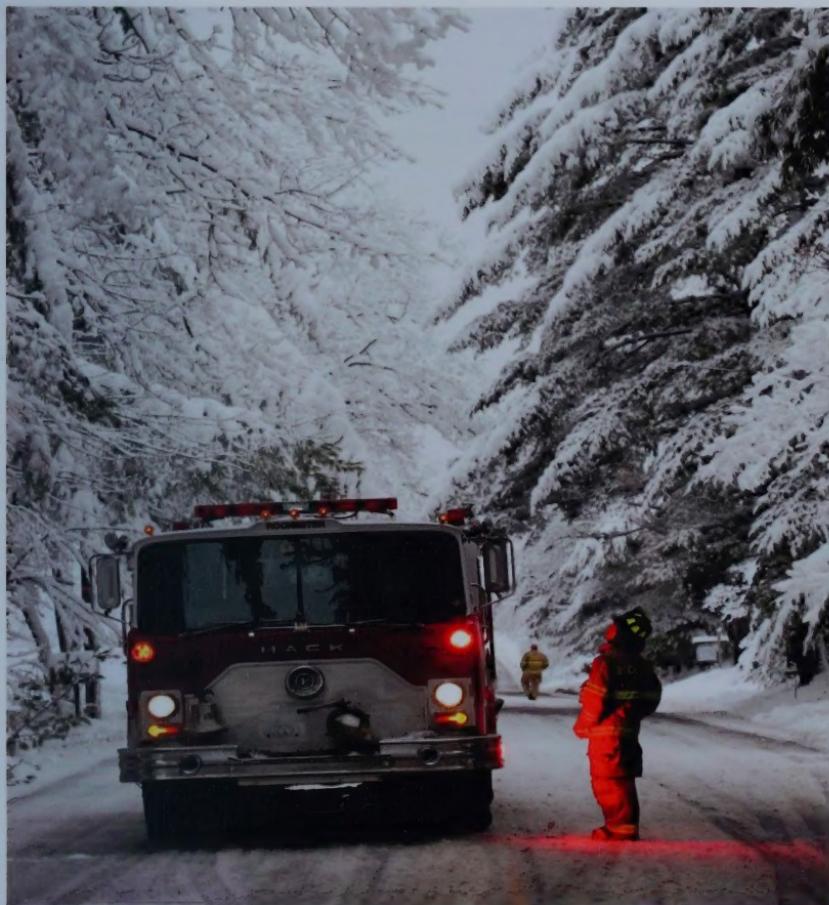


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**ANNUAL REPORT  
2007 ~ 2008**



Photograph by Craig Osborne

**THE CITY OF ROCHESTER, NH  
31 Wakefield Street  
Rochester, NH 03867**

[www.rochesternh.net](http://www.rochesternh.net)



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**REPORT OF THE CITY MANAGER'S OFFICE  
2007-2008**



**John Scruton, City Manager**

Rochester has had another good year. This report contains information about all that has been done by Rochester's government to serve the community. The statistics and comments are merely an outline. Behind each number there is a story. When taken in its totality these proclaim Rochester is doing well and is in solid condition. There is reason for optimism viewing the efficient effective utilization of resources to provide services that meet the desires and expectations of the citizens who live work and play in Rochester.

The local taxes paid on a median value home continue to be among the lowest for any comparable city or town. Rochester's spending levels remain among the lowest per capita for any full-service community. The general fund balance, also known as the rainy day fund, remains consistently strong. The audit reveals sound financial management with good policies and procedures in place. The City's website continues to expand its offering to the public ordinances, regulations, minutes, agendas, other useful information and timely updates.

The City remains a safe place to live, in part due to the strong efforts of its public safety personnel in police, communications, public works and the fire department. The quality of life is very desirable. The Rochester Public Library and a fine Recreation Department deserve recognition for their contributions. The efforts of organizations such as the Opera House and Main Street, which receive support from the City, continue to make a positive impact on the quality of life of the region. The economic development efforts of the city remain among the best in the State. The school system continues to do an excellent job educating students in a wide variety of interests and aptitudes. There is enthusiastic support from parents and the community to enable the youth of Rochester to achieve their full potential.

There remain challenges. A major one is long-term infrastructure needs for roads. The City Manager presented the City Council with a Road Reconstruction Schedule for maintenance, reconstruction, overlay, etc. Unfortunately budget constraints have

prevented the implementation of that plan. The efforts for much greater commercial development near Route 11 and in other locations around the City are an ongoing challenge. The community is also committed to identify, permit and develop additional water resources. While two additional well locations were permitted by the State, work continues to identify additional sites and acquire rights for their development. Rochester's Wastewater Treatment Plant effluent discharge will come under increasingly stringent regulations in the future. Efforts continue on how best to handle this challenge to meet the expected new parameters in the wastewater treatment plant process.

Rochester has many great assets, including the natural environment, being at an important regional crossroads, and proximity to the University. However, the City's greatest assets remain the employees of the City and the citizens of Rochester. These hard-working dedicated people make this a great place. Rochester is a fine City, a good place to live, a good place to work, a good place to start or grow a business, and a good place to raise a family.

Respectfully submitted,

John F. Scruton  
City Manager



Rochester - The Lilac City

**CITY GOVERNMENT**  
**As Organized January 1, 2008**

## **Mayor John H. Larochelle**



**City Manager** John F. Scruton

## **STANDING COMMITTEES**

**Appointments Review Committee:** Elaine Lauterborn, Chairperson; Ralph Torr, Vice-Chairperson; Sandra Keans, Raymond Lundborn, James Gray

**Codes & Ordinances Committee:** Peter Lachapelle, Chairperson; Charles "Chuck" Grassie, Vice-Chairperson; Sandra Keans, Elaine Lauterborn, A. Raymond Varney

**Community Development Committee:** Charles "Chuck" Grassie, Chairperson; Peter Lachapelle, Vice-Chairperson; Elaine Lauterborn, Brian LaBranche, Charles Gerrish

**Finance Committee:** John Laroche, Chairperson; Elaine Lauterborn, Vice-Chairperson; Charles "Chuck" Grassie, Sandra Keans, Rick Healey, Peter Lachapelle, Ralph Torr

**Public Safety Committee:** Rick Healey, Chairperson; Geoffrey Hamann, Vice-Chairperson; James Gray, Brian LaBranche, To Be Determined

**Public Works Committee:** Ralph Torr, Chairperson, Charles "Chuck" Grassie, Vice-Chairperson; Geoffrey Hamann, James Gray, A. Raymond Varney

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**SPECIAL COMMITTEES**

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**Building Needs Committee:** Ralph Torr, Chairperson; Elaine Lauterborn, Vice-Chairperson; Brian LaBranche, Ray Lundborn, A. Raymond Varney

**Government Channel Committee:** Douglas Lachance, Chairperson; Rick Healey, Sheryl Eisenberg, Richard Gould, John Fuchs, Richard Menzel, Celeste Plaia

**Highway Safety Committee:** Rick Healey, Chairperson, Geoffrey Hamann, Vice-Chairperson; James Gray, Brian LaBranche, To Be Determined

## CITY OFFICERS AND DEPARTMENT HEADS

Animal Control Officer	Suzanne Paradis
Chief Assessor	Brett Purvis
Checklist Supervisor, Chairperson	Thomas J. Jean
Chief Planner	Michael Behrendt
City Clerk	Joseph Gray
City Engineer	Thomas H. Willis, Jr.
City Health Officer	Larry Hamer
City Manager	John Scruton
City Physician	Danford Wensley
City Solicitor	Thomas Mullin
Deputy Assessor	Sheryl Eisenberg
Deputy City Clerk	Karen Paquette
Deputy Tax Collector	Larry Hamer
Director of Code Enforcement	Kenneth Ortmann
Director of Planning	Karen Pollard
Economic Development Manager	Brian LeBrun
Deputy City Manager/Finance Director	Roland Connors
Deputy Treasurer	Norman Sanborn, Jr.
Fire Chief	Francis Zombeck
Fire Chief, Deputy	Derek Peters
Fire Chief, Assistant	Christopher Bowlen
Ice Arena/Recreation, Parks Youth Services Director	John Fuchs
Library Director	David Dubois
Police Chief	Michael Allen
Police, Deputy Chief	Melodie Esterberg
Public Works Commissioner/Public Buildings &	Doreen Jones
Grounds Director	Lynn Carey
Tax Collector	John Larochelle
Welfare Director	Elaine Lauterborn
Mayor	
Deputy Mayor	

## BOARDS AND COMMISSIONS

**Arena Advisory Commission:** David Anctil, Chairperson; Richard Clough, Robert W. Brown, David McGlone, Dale Bickford, David Colson, Joan Cadorette-Strogen

**Board of Assessors:** Brett S. Purvis, Chairperson; Robert Goldstein, Thomas Mullin

**Board of Health:** Thomas Moon, John Larochelle, Larry Hamer

**Conservation Commission:** Mark Toussaint, Chairperson; Jeffrey Winders, Fred Glidden, John W. Hackett, Meredith (Merry) S. Lineweber, Paul D. Marshall

## BOARDS AND COMMISSIONS Continued

**County Commissioners:** George Maglaras, Chairperson; Paul J. Dumont, Vice-Chairperson; Ronald Chagnon, Clerk

**Historic District Commission:** Lionel Sylvain, Chairperson, Victoria Lambert, Vice-Chairperson; Herman Ejarque, Weston Flierl, Sandra B. Keans, Thomas McCallion  
**Alternate Positions:** Marilyn Jones, Eugene McCarthy

**Library Trustees:** Pamela J. Hubbard, Chairperson; Michael Roberts, Vice-Chairperson; Susan S. Hannah, Secretary; Natalie Wensley, Betty Meulenbroek  
**City Manager's Designee:** Martha Ortmann, Treasurer

**Licensing Board:** John Scruton, David Dubois, Norman Sanborn, Jr.

**Personnel Advisory Board:** Joanne Sylvain, Brian Boudreau, Carol Themelis

**Planning Board:** A. Terese Desjardins, Chairperson; Lance Powers, Vice-Chairperson; Tim Fontneau, Secretary; John David Meader, James G. Graham, Thomas McCallion, Alan Dews, Tom Abbott, Rick Healey  
**Alternate Members:** A. Raymond Varney, James Murray

**Police Commission:** Lucien Levesque, Chairperson; James McManus, Jr.; Al Bemis

**Recreation, Parks and Youth Services Commission:** Shelia Colson, Chairperson & Secretary; Joseph Maynard, Tim Bruneau, Fred Chisholm, Peter Lachapelle, Jeffrey Turgeon

**School Board: At Large:** Anne Grassie  
**Ward 1:** Peggy Parker, Audrey Stevens  
**Ward 2:** Bill Brennan, Caroline McCarley  
**Ward 3:** John F. Connelly, Tim Bruneau  
**Ward 4:** Anthony Pastelis, PHD; Travis Allen  
**Ward 5:** Pamela Hubbard, Mark Torr  
**Ward 6:** Frank Callaghan, Robert J. Watson, Chairperson

**Strafford Regional Planning Commission:** Sandra Keans, Mary Lou Beaver, Thomas H. Willis, Jr.; Kenneth N. Ortmann

**Trustees of the Trust Funds:** David Ouellette, R. Bradley Trafton, Robert Pallas

**Utility Advisory Board:** Lisa Stanley, Henry T. Burks, Kevin Bridges, George Lewis, Ansel B. Crombleholme, II

**Welfare Appeals Board:** Irene Creteau, Nancy Mornault, Mary P. Flynn

**Zoning Board of Adjustment:** Scott Benoit, Chairperson; Randy Lavallee, Vice-Chairperson; Peter Meyer, Ralph Torr, Robert Gates  
**Alternate Members:** Robert Johnson, Lawrence Spector, Thomas J. Jean, Angela Esperance, Richard Groat

## AUTHORITIES

**Rochester Economic Development Commision:** Robert Mulcahy, Chairperson, David C. Tinkham, Vice-Chairperson; Janet Davis, Jerome Grossman, Lisa Stanley, Alan Reed-Erickson, Wayne Chick  
**Ex-Officio Members:** John Larochelle, Karen Pollard

**Rochester Housing Authority:** Arthur Nickless, Chairperson, Wilbur Boudreau, Vice-Chairperson; Mark S. Hourihan, Cider Berry, Janet Davis, Attorney Jerry Grossman

## MAYOR COMMITTEES

**Cable TV Franchise Renewal Negotiations Committee:** David Yasenchock, Chairperson; Brian LaBranche, Deus H. Marchacos, Dennis Schafer, Troy Taylor, Kent Hemingway, Kenn Ortmann

**Community Coalition Strategic Design Committee:** John Larochele, Rev. Pierre Baker, Kent Hemingway, Mike Hopkins, John Scruton, Captain Scott Dumas, Al Miltner, Nancy Warren

**Comprehensive Rezoning Committee:** Chuck Grassie, Chairperson; A. Raymond Varney, Rick Healey, Sandra Keans, David Walker, John Scruton, Lance Powers, John Larochele, Terese Desjardins, Arthur Nickless, Arthur Hoover

**Energy and Sustainability Committee:** Peter Ejarque, Chairperson; Brian Fahrman, Greg Kelly, Christine L. Schadler, John Larochele

**Historic Document Preservation Committee:** Joseph Gray, Co-Chairperson; Janet Pelley, Co-Chairperson; Victoria Lambert, Joanne Pallas, Martha Fowler, Linda Sargent

**River Walk Committee:** David Walker, Chairperson, George Allen, Lori Chase, Julien Savoie, Janet Pelley, Lisa Stanley, Robert Steele, Jeff Winders, Andrea Lemire, Mark Perry, Peter Bruckner

**Skyhaven Airport Development Committee:** Douglas Lachance, Chairperson; Sandra Keans, Ralph Torr, Raymond Varney

**Tax Cap ADHOC Committee:** Chuck Grassie, A. Raymond Varney, Sandra Keans



John Larochele, Mayor

## ELECTION OFFICIALS

**Ward 1:** David Stevens, Moderator; Cindy C. Harmon, Ward Clerk; Shawn Mickelonis, Checklist Supervisor; Joyce Betz, Michael Dickie, Selectmen

**Ward 2:** Daniel J. Harkinson, Moderator Mary Conroy, Ward Clerk; Kristi Olivares, Checklist Supervisor, Roger W. "Mickey" Conroy, Brian Brennan, Jean Anne Twombly, Selectmen

**Ward 3:** Danford Wensley, Moderator; Kenneth Billings, Ward Clerk; Sandra Healey, Checklist Supervisor; Cindy Radey, Jeannine Lambert, Annette Plaisted, Selectmen

**Ward 4:** Richard Groat, Moderator; Pauline P. Webster, Ward Clerk; Patricia Dunlap, Checklist Supervisor; Anne Letourneau, Geraldine Lacasse, Abigail Collins, Selectmen

**Ward 5:** Robert Gates, Moderator; Doris Y. Gates, Ward Clerk; Louisa Tapley, Checklist Supervisor; Daniel Hubbard, Leonard West, Ramona Schoff, Selectmen

**Ward 6:** James P. Gray, Moderator; Joanne Gray, Ward Clerk; Denise Chick, Checklist Supervisor; Peter Ward, Jean Turgeon, Norman G. Sanborn, Sr., Selectmen

**Chairperson of the Supervisors:** Thomas J. Jean

**Acting City Clerk:** Sheryl Eisenberg



Rochester City Hall

**CITY OF ROCHESTER DEPARTMENTS**

[www.rochesternh.net](http://www.rochesternh.net)

**2007-2008**

Assessor's Office 19 Wakefield Street	Brett Purvis, Assessor 332-5109
Business Office 31 Wakefield Street	Angie Gray 335-7602
City Clerk's Office 31 Wakefield Street	Joseph Gray, City Clerk 332-2130
City Manager's Office 31 Wakefield Street	John F. Scruton, City Manager 332-1167
Code Enforcement Office 31 Wakefield Street	Larry Hamer, Director of Code Enforcement 332-3508
Economic Development Department 150 Wakefield Street	Karen Pollard, Economic Development Manager 332-7522
Finance Office 31 Wakefield Street	Brian LeBrun, Finance Director 335-7609
Fire Department 31 Wakefield Street	Norman Sanborn, Fire Chief 330-7182
Human Resources 31 Wakefield Street	Diane Hoyt 335-7503
Information Systems 31 Wakefield Street	Dennis Schafer 335-7517
Planning & development Department 31 Wakefield Street	Kenneth Ortmann, Director of Planning & Development 335-1338
Police Department 31 Wakefield Street	David Dubois, Chief of Police 330-7127
Public Works Department 45 Old Dover Road	Melodie Esterberg, Public Works Commissioner 332-4096

Recreation Department  
150 Wakefield Street

Christopher Bowlen, Director  
of Recreation, Arena & Youth  
Services  
332-4120

Rochester Ice Arena  
67 Lowell Street

Steve Trepanier  
335-6749

Rochester Public Library  
65 South Main Street

John Fuchs, Librarian  
332-1428

Tax Collector's Office  
19 Wakefield Street

Doreen Jones, Tax Collector  
332-1136

Wastewater Plant  
175 Pickering Road

David Green  
335-6942

Water Billing  
19 Wakefield Street

Ann Dupuis  
335-7501

Water Treatment Plant  
64 Strafford Road

Robert Gray  
335-4291

Welfare Office  
31 Wakefield Street

Lynn Carey  
335-3505



**EMPLOYEE OF THE MONTH**  
**2007-2008**

Dennis Straffin	Public Buildings & Grounds	July 2007
Kelly Walters	City Clerk's Office	August 2007
Nancy Brown	Public Buildings & Grounds	Sept. 2007
Donovan Funk & Tom Blair	Police Department	October 2007
Jeff Wiggin	Public Works Department	Nov. 2007
Sheryl Eisenberg	City Clerk's Office	Dec. 2007
Hana Stickles	Police Department	January 2008
Susan Morris	Code Enforcement	Feb. 2008
David Dubois	Police Department	March 2008
James Grant	Code Enforcement	April 2008
William Washok	Public Works Department	May 2008
Darcy Coffta	Library	June 2008



Parson Main Statue

**REPORT OF THE ASSESSOR'S OFFICE**  
**2007-2008**

TO THE CITY MANAGER AND CITY COUNCIL OF THE CITY OF ROCHESTER

**ASSESSOR'S INVENTORY**

**LAND VALUATION:**

Residential.....	505,818,719
Commercial/Industrial ( <b>Does not include Utility land</b> ).....	191,656,581
Current Use.....	1,546,565
<b>TOTAL VALUE OF TAXABLE LAND.....</b>	<b>699,021,865</b>

**BUILDING VALUATIONS**

Residential.....	1,216,664,677
Manufactured Housing.....	158,806,600
Commercial/Industrial ( <b>Does not include Utility Bldgs</b> ).....	270,761,223
<b>TOTAL OF TAXABLE BUILDINGS.....</b>	<b>1,646,232,500</b>

**PUBLIC UTILITIES**

Gas.....	17,196,000
Electric.....	26,398,300
<b>TOTAL PUBLIC UTILITIES.....</b>	<b>43,594,300</b>

**EXEMPTIONS**

Blind (26).....	1,220,000
Elderly (404).....	27,318,000
Disabled (65).....	2,597,700
<b>TOTAL AMOUNT OF EXEMPTION.....</b>	<b>31,135,700</b>

**Net Valuation on which the tax rate for the Municipal, County & local Education Tax is computed.....**  
**2,357,398,865**

Less Public Utility Valuations..... 43,594,300

**Net Valuation without Utilities on which tax rate for State Education Tax Computed.....**  
**2,313,804,565**

Respectfully submitted,

Thomas A. Mullin  
Acting Assessor

**REPORT OF THE CITY CLERK'S OFFICE**  
**2007-2008**

The mission of the City Clerk's Office is to provide for the administration of federal, state, and local statutes, the maintenance of official municipal records and issuance of various licenses and documents in a highly efficient and effective manner. In addition, the City Clerk's Office will maintain the integrity of the election process by conducting fair and impartial elections.

The City Clerk's Office recorded the votes and proceedings of the City Council at Regular, Special and City Council Workshop meetings; published and indexed the minutes of all City Council meetings in accordance with RSA 91-A:4; and provided informational copies of minutes to all affected citizens, boards, commissions, and department heads. The City Clerk's Office also prepared agendas, informational packets, and minutes for the following: City Council Regular, Special, Workshop and Public Hearing meetings, as well as the Codes and Ordinances subcommittee of the City Council.

From July 1, 2007, through June 30, 2008, 326 persons were born in the City of Rochester. The State Bureau of Vital Records recorded 274 deaths in the City. The City Clerk's office issued 224 marriage licenses during the same period.

Notary services were provided to 785 persons.

UCC's are filed with the Secretary of State's Office, UCC Division, Concord, NH. The City of Rochester receives reimbursement from the Secretary of State's Office for all Rochester UCC's filed with the Secretary of States Office. The City of Rochester continues to conduct UCC searches and accept NH Department of Revenue Administration Liens, Federal Tax Liens, Hospital Liens, and Town Tax Liens on Manufactured Housing. This number should eventually go to zero as the State performs those searches now.

The City Clerk's Office issued 5029 dog licenses during the year. This included 15 group licenses for owners having 5 or more dogs.

Following is a summary of the City Clerk's revenues for Fiscal Year 2007-2008

Certified Copies of Vital Records	\$19,223.00
Marriage Applications	\$ 1,715.00
Dog Licenses	\$26,657.50
UCC Fees	\$ 4,365.00
Notary Services/Miscellaneous Revenues	\$ 10,403.25
Total Revenues	\$62,375.75

The City Clerk's Office Supervised the Municipal Election on November 7, 2007 and the Presidential Primary, on January 8, 2008. The City Clerk's Office accepted new voter registrations, declarations of party affiliation, and changes to address/ward and names; provided in-home voter registration for the elderly and disabled; coordinated and attended all sessions of the Supervisors of the Checklist; maintained and updated the City of Rochester portion of the Statewide computer database for the voter checklist, and printed all required checklists.

Five applications for the Adams-Pray Fund were processed for approximately \$301.95 per applicant.

I would like to thank Deputy City Clerk Sheryl Eisenberg, Mrs. Eisenberg was Acting City Clerk while I served a tour in Iraq. I would also like to thank Assistant Clerks Diane Moses and Kelly Walters for their hard work and dedication. I would like to congratulate Assistant City Clerk Diane Moses on her retirement, Mrs. Moses served the City of Rochester for 22 years.

Respectfully submitted,

Joseph Gray  
City Clerk of Rochester

**RESOLUTIONS ADOPTED BY CITY COUNCIL**  
**JULY 2007 – JUNE 2008**

- Resolution Accepting A State of New Hampshire Department of Safety Grant and Making a Supplemental Appropriation in Connection Therewith – Adopted 3/04/2008
- Resolution Accepting Asset Forfeiture Donation to the Rochester Police Department from the US Drug Enforcement Agency and Making a Supplemental Appropriation in Connection Therewith – Adopted 10/07/2007
- Resolution Accepting Donation from Leo Dubois and Making a Supplemental Appropriation in Connection Therewith – Adopted 12/04/2007
- Resolution Accepting Donation from the Academy and Leonard Street Coalitions to the Rochester Police Department in Connection with the Court Diversion Program and Making a Supplemental Appropriation in Connection Therewith – Adopted 01/15/2008
- Resolution Accepting Donation from the Rochester Masons to the Rochester Police Department in Connection with the DARE Program and Making a Supplemental Appropriation in Connection Therewith – Adopted 2/05/2008
- Resolution Accepting Donation to the City of Rochester from the Late Paul Walsh and Making a Supplemental Appropriation Therewith – Adopted 8/07/2007
- Resolution Accepting Federal Emergency Management Agency, Emergency Management Performance Grant and Making a Supplemental Appropriation in Connection Therewith – Adopted 7/10/2007
- Resolution Accepting Grant to the Rochester Police Department, a Justice Assistance Grant and Making a Supplemental Appropriation in Connection Therewith – Adopted 10/02/2007
- Resolution Accepting Grant to the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith – Adopted 4/1/08
- Resolution Accepting Grant to the Rochester Police Department for Alcohol Traffic Safety and Drunk Driving Prevention and Making a Supplemental Appropriation in Connection Therewith – Adopted 6/03/2008
- Resolution Accepting Grant to the Rochester Police Department for DWI Enforcement and Making a Supplemental Appropriation in Connection Therewith – Adopted 03/04/2008
- Resolution Accepting Grant to the Rochester Police Department for DWI Enforcement and Making a Supplemental Appropriation in Connection Therewith – Adopted 08/07/2007
- Resolution Accepting Grant to the Rochester Police Department for Data Collection Device and Making a Supplemental Appropriation in Connection Therewith – Adopted 3/04/2008
- Resolution Accepting Grant to the Rochester Police Department for In-Cruiser Video Cameras and Making a Supplemental Appropriation in Connection Therewith – Adopted 03/04/2008

- Resolution Accepting Grant to the Rochester Police Department for a SMART Radar Trailer and Making a Supplemental Appropriation in Connection Therewith – Adopted 03/04/2008
- Resolution Accepting NH Department of Safety, Homeland Security and Emergency Management Weapons of Mass Destruction WMD Exercise and Evaluation Program Grant for the Rochester Fire Department and Making a Supplemental Appropriation in Connection Therewith – Adopted 08/07/2007
- Resolution Accepting New Hampshire State Homeland Security Program Grant and Making A Supplemental Appropriation in Connection Therewith – Adopted 06/03/2008
- Resolution Accepting Polling Places and Times for November Municipal Election and January Presidential Primary – Adopted 10/07/2007
- Resolution Accepting US Department of Justice, Drug Enforcement Administration, Drug Forfeiture Distribution to the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith – Adopted 6/03/2008
- Resolution Accepting the Provisions of FSA Chapter 79 E Relative to Community Revitalization Tax Relief Incentive – Adopted 02/05/2008
- Resolution Acknowledging Receipt of Additional Outside Duties Revenues by the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith –Adopted 6/10/2008
- Resolution Affirming Supplemental Appropriation Regarding East Rochester Infiltration and Inflow Elimination Project and the Authorization for Bonding in Connection Therewith – Adopted 11/07/2007
- Resolution Approving 2008-2009 Community Development Budget – Adopted 5/6/08
- Resolution Approving 2008-2009 Operating Budget – Adopted 6/17/2008
- Resolution Approving Collective Bargaining Agreement with AFSCME Council 93, Local 863 – Adopted 7/10/2007
- Resolution Approving Cost Items Associated with Proposed City of Rochester Collective Bargaining Agreement with International Brotherhood of Teamsters, Local 633 of New Hampshire – Adopted 09/04/2007
- Resolution Approving Cost Items Associated with Proposed City of Rochester Collective Bargaining Agreement with New England Police Benevolent Association, Local 323 – Adopted 09/18/2007
- Resolution Approving Cost items Associated with Proposed City of Rochester Collective Bargaining Agreement with American Federation of State, County, and Municipal Employees, Local 863 – Failed 4/15/2008
- Resolution Authorizing City Manager to Accept National Resources Conservation Service [NRCS] Farm and Ranch Lands Protection Program [FRPP] Grant for Gagne Farm Conservation Easement and Making a Supplemental Appropriation in Connection Therewith – Adopted 07/10/2007
- Resolution Authorizing City Manager to Enter into Boundary Line Agreement with Regard to City Property Located in Vicinity of Rochester Reservoir – Adopted 08/07/2007

- Resolution Authorizing City Manager to Enter into Purchase and Sale Agreement Regarding Property Situate at 1 Walnut Street – Adopted 08/07/2007
- Resolution Authorizing City Manager to Enter into a Purchase and Sale Development Agreement Structural Realty Inc. With Respect to the Cohen Property Situate on Wallace Street and to Participate in the NHDES Brownfield's Covenant Program with Respect to Such Property – Adopted 7/10/2007
- Resolution Authorizing City Manager to File Certain Grant Applications – Adopted 10/02/2007
- Resolution Authorizing City Manager to Negotiate and Enter into Amendment to Host Community Agreement with Waste Management of New Hampshire, Inc. – Adopted 11/07/2007
- Resolution Authorizing City Manager to Negotiate and Enter into Purchase and Sale Agreement Regarding Granite State Business Park Land – Failed 5/06/2008
- Resolution Authorizing City Manager to Negotiate and Enter into Settlement and Pilot Agreement with Frisbie Memorial Hospital and the Frisbie Foundation – Adopted 4/15/2008
- Resolution Authorizing City Manager to Sign Agreement with State of New Hampshire Department of Resources and Economic Development Relative to an Economic Development Planning Grant Accepting Such Grant when Approved and Making a Supplemental Appropriation in Connection Therewith – Adopted 12/04/2007
- Resolution Authorizing Police Department Application for Highway Safety Grant – Adopted 10/02/2007
- Resolution Authorizing Supplemental Appropriation Regarding Landfill Leachate Discharge Study and EPA Discharge Permit Modification and Accepting a Donation in Connection Therewith – Adopted 01/15/2008
- Resolution Authorizing Supplemental Appropriation for Skyhaven Business Plan – Adopted 09/18/2007
- Resolution Authorizing Supplemental Appropriation in Connection with National Resources Conservation Service [NRCS] Farm and Ranch Lands Protection Program [FRPP] Grant for Gagne Farm Conservation Easement – Adopted as amended 09/04/2007
- Resolution Authorizing Supplemental Appropriations to the 2007/2008 Capital Budget of the City of Rochester for the Acquisition and Development of Athletic Fields for the Rochester School Department – Adopted as amended 01/15/2008
- Resolution Authorizing Supplemental Appropriations to the 2007/2008 Operating Budget of the City of Rochester Relative to Economic Development Purpose Expenditures – Adopted 02/05/2008
- Resolution Deauthorizing Various Capital Improvement Project Appropriations – Adopted 4/01/2008
- Resolution Deauthorizing Various Capital Improvement Project Appropriations and Making a Supplemental Appropriation in Connection Therewith – Adopted 5/27/2008

- Resolution Transferring Control and Care of Land in the Vicinity of Hillsdale Drive to the Rochester School Board – Adopted 12/04/2007
- Resolution Transferring Funds Between Various Budget Line Items and Making Supplemental Appropriations in Connection Therewith – Adopted 3/04/2008
- Resolution Authorizing and Approving 2008-2009 Capital Budget for the City of Rochester and Authorizing Certain Bonding in Connection Therewith – Adopted 6/17/2008
- Resolution Regarding Authorization Expenditures for Economic Development Purposes – Adopted 12/04/2007



City Hall in Winter

**AMENDMENTS TO ORDINANCES**  
**JULY 2007 – JUNE 2008**

- Amendment to Ordinances Regarding Fireworks, Chapter 23 – Adopted 3/04/2008
- Amendment to Ordinances Relative to Annual Report of City Receipts and Expenditures, Chapter 11– Adopted 9/04/2007
- Amendment to Ordinances Relative to Building Setbacks, Chapter 42.6, 42.8, 42.9, 42.15, 42.16, 42.23, and 42.24 – Adopted 10/02/2007
- Amendment to Ordinances Relative to Cemeteries, Chapter 36 – Adopted 11/07/2007
- Amendment to Ordinances Relative to Fire Department Organizations, Chapter 2 – Adopted 6/03/2008
- Amendment to Ordinances Relative to Purchasing Procedures, Chapter 4 – Adopted 9/04/2007
- Amendment to Ordinances Relative to Removal of Animal Waste, Chapter 25.11 – Failed 10/02/ 2007
- Amendment to Ordinances Relative to Rochester Economic Development Commission, Chapter 3 – Adopted 6/03/2008
- Amendment to Ordinances Relative to Rochester Recreation, Parks, and Youth Services Commission, Chapter 21.4 – Adopted 9/04/2007
- Amendment to Ordinances Relative to Sewer Billing and Payment, Chapter 16.17 – Adopted 9/04/2007
- Amendment to Ordinances Relative to Sewer Rate-High Volume Customers, Chapter 16.25 – Adopted 2/05/2008
- Amendment to Ordinances Relative to Sewer User Rates Chapter16.25 – Adopted 6/10/ 2008
- Amendment to Ordinances Relative to Solid Waste, Chapter 19 – Adopted as Amended 10/02/2007
- Amendment to Ordinances Relative to Solid Waste Ordinance, Chapter 19 – Adopted 4/15/2008
- Amendment to Ordinances Relative to Storm water Management and Erosion Control sent to public works, Chapter 50 – Adopted 05/06/2008
- Amendment to Ordinances Relative to Taxi, Cabs Chapter 66 – Adopted 9/04/2007
- Amendment to Ordinances Relative to Wastewater User Rates for TKN Users, Chapter 16 – Adopted 05/06/2008
- Amendment to Ordinances Relative to Water User Rates, Chapter 17.34 – Adopted 6/10/ 2008
- Amendment to Ordinances Relative to Wrestling Events in the City, Chapter 26.5 –Adopted 05/06/2008
- Amendment to Ordinances Relative to the Adoption of Updated Building and Related Codes by Reference, Chapter 40 – Adopted 9/04 2007
- Amendment to Water Ordinances Relative to Water Meters sent to codes, chapter 17 – Adopted 4/01/2008

- Amendment to Zoning Ordinances Relative to Enforcement, Chapter 42 – Adopted 7/10/2007
- Amendment to Zoning Ordinances Relative to Land Situate in the Vicinity of the intersection of Brock Street and Washington Street [NH 202], Chapter 42 – Amended, Adopted 01/15 2008
- Amendment to Zoning Ordinances Relative to Portable Signs Chapter 42 – Adopted 10/02/2007



Officer Fina reminds citizens to license their pets

## **REPORT OF THE CODE ENFORCEMENT DEPARTMENT 2007- 2008**

The Code Enforcement Department has been extremely active. As the population of the City of Rochester has grown to almost 32,000 residents, so does the responsibility of the department to enforce applicable rules and regulations of the City of Rochester. This office remains dedicated to this responsibility and will continue its program of proactive code enforcement ensuring the health and safety of the citizens of Rochester.

The total revenue collected by the Code Enforcement Department is categorized as follows:

Food Establishment Licenses	\$ 29,217.50
Code Enforcement Permits	4,410.00
Building Permits	326,288.96
Miscellaneous Permits & Fees	2,710.50
<b>TOTAL</b>	<b>\$ 362,626.96</b>
Less Refunds, Waived Fees (Veteran & Municipal Status)	<26,502.00>
<b>TOTAL</b>	<b>\$ 336,124.96</b>

The total amount expended by the department was \$444,132.76

### **BUILDING INSPECTION**

The major duties of the department include the administration of National Codes, the review and issuance of building permits, and the inspection of construction sites to ensure conformance of these codes; additionally enforce compliance of the Zoning Ordinance and Planning Board approvals.

A total of 1,649 permits were issued with an estimated building cost of \$32,346,012. With the combination of building, health, and miscellaneous inspections and activities, there were 6,038 inspections completed. Additionally there were 1,649 plans reviewed.

### **HEALTH**

The major health related duties of the department continue to be the licensing and inspections of two hundred thirty two (243) of the City's food service establishments. We have worked closely with the owners and operators to ensure compliance with the New Hampshire rules for the sanitary production and distribution of food. During the

year each food establishment was inspected a minimum of two to three times. As a whole, Rochester's food establishments are in full compliance.

The department also performed inspections of day care and foster home facilities, investigated housing code complaints and responded to various health-related concerns for the citizens of Rochester.

*The Board of Health comprised the following members:*

**Dr. Thomas Moon, D.V.M., Chairman**

John Larochele, Mayor  
Physician, Vacant  
Regular Member, Vacant  
Mr. Larry A. Hamer, Health Officer, Secretary

**CODE ENFORCEMENT**

Other general activities by the department include: Inspections and licensing of mobile home parks, licensing of movie theaters, pool tables, video games, all taxi (company, drivers, and cars), motor vehicle junk yards, second hand dealers, and hawkers & peddlers. The department has also investigated 76 citizen complaints and zoning infractions.

Respectfully submitted,

Larry A. Hamer  
Director of Code  
Enforcement Services

Rochester Common



## **REPORT OF ECONOMIC DEVELOPMENT** **2007-2008**

The Economic Development Department completed a successful year of operations focused on Business Attraction, Retention and Expansion, Downtown Revitalization, Marketing, Fiscal Management and Administration and implementing Economic Development Strategy and Policy. The national housing crisis has reached the Seacoast region and the impact is starting to be felt in business sectors, primarily in direct-to-consumer enterprises. Rochester's strategy of industrial and commercial diversification has strengthened the local economy and allows our business base to remain more stable in the challenging times ahead.

The City's Downtown Revitalization plans are being pursued with zeal by the Rochester Main Street Program and more than 100 volunteers. In February 2008 a team of national downtown revitalization experts came to Rochester to review the Master Plan and to offer advice towards the plans and programs. Several ideas were immediately added as priorities to the agenda including directional signage for Downtown and the conversion of Factory Court to a pedestrian courtyard with benches and tables, attractive lighting and metalwork archways decorating the planned gathering place on North Main Street. With the endorsement and advocacy of Rochester Main Street, the City Council enabled RSA 79e Tax Credit for Downtown Revitalization that enables a local property tax credit for redevelopment projects. The effort was very collaborative, involving multiple City departments and generating a lot of interest in the tax credit by Downtown property owners and investors.

Three notable downtown restaurants closed this year –The Busy Bean, Big Heads Bar & Grille and The 103 Restaurant. High gasoline prices at \$4 per gallon severely impacted the restaurant business eliminating the consumer's disposable income and increasing the cost of food and energy. The Busy Bean was rented quickly and is now the Chicken's Roost, a popular place for takeout chicken meals. Big Head's was auctioned off by Federal Savings Bank and the SBA to a couple who will be opening a family-friendly Irish restaurant in Fall of 2008. The 103 Restaurant closed in the Spring of 2008 after struggles to re-stabilize their financing in the midst of high gas prices and decreasing restaurant sales.

Industry continues to find Rochester attractive and the city has welcomed several new businesses to the City as well as significant expansions from existing manufacturers. The Amarosa multi-tenant building is attracting new small ventures and is 75% occupied. Albany Engineered Composites has expanded their facility to 130,000 sf and anticipates a staff expansion to 200 employees by December 2008. Laars Heating Systems added onto their facility and now have 102,000 sf on Industrial Way. Brady Sullivan has successfully converted the former Cabletron buildings on Industrial Way and Amarosa Drive and into multi-tenant centers, and is actively showing the remaining space to call centers and other potential back office tenants. Industrial and warehouse vacancies remain extremely low at approximately 3%, most remaining available space is classified

as office in Class B & C. A new subdivision off Route 11 in the Granite Ridge Development District has been approved and a new medical building is under construction.

Many New Hampshire companies had workforce or facility reductions in the face of trouble in the automotive and construction industries, however Rochester experienced only one major layoff during the fiscal year. Thompson Center Arms, which had been purchased by Smith and Wesson the previous year, laid off 36 employees in February 2008. Local Area Unemployment Statistics still show very low unemployment in the state (3.7%), county (3.6%) and city (3.9%) although conditions are deteriorating in other regions of the country (5.7%).

The City's commercial development program continues to meet targets and promote Rochester as desirable for development of new locations and redevelopment of existing locations. The Wilder Companies held their Grand Opening of Rochester Crossing in October 2007 with Lowe's, Kohl's, Starbucks, Fashion Bug, Maurices and Famous Footwear. As the year progressed Mattress Giant, Aspen Dental, GameStop, Verizon Wireless and Sally Beauty Supply have opened. Starbucks announced closing 600 stores, one of which was the Crossings location, open less than one year. Nearby Staples will open in August 2008 and the 3,000 sf retail building has been leased. Dollar Tree has announced their agreement to join the Lilac Mall as a junior anchor in the former Fashion Bug location and has inspired the Kempner Group to do an exterior renovation to the dated facility. Burger King has approval to completely tear down their existing facility on North Main Street and build a smaller, more energy efficient restaurant in the same location.

Plans for the Granite Ridge Development District continue to advance although new projects in development have decreased across the country in light of slipping retail sales. CLD reports that the rear loop road will not be feasible but that the frontage road has many advantages and can connect more properties in the district than originally expected. The results of their analysis will be completed in the next fiscal year.

Housing development remains stable in Rochester, with new housing starts lower than earlier years but still with forward momentum. The Rochester Housing Authority has completed construction on 65 units of workforce housing at Linscott Court Apartments in the former Encore Shoe mill building. Tours for officials have highlighted the tremendous public benefits of historic preservation and quality Downtown housing for moderate-income individuals and families. Steve Miller's Gagne Street condominiums had a wonderful grand opening in October 2007 and the Fownes Mill project is teed up for Phase II and III with 63 additional units in a mill style building along the Cocheco River.

The Economic Development Department completed competitive assessment with Northeastern University's Center for Urban and Regional Planning, receiving 50% of the cost through a grant from NH Department of Resources and Economic Development. The in-depth results were very informative and pointed out areas where significant

improvement could be achieved, including increasing public transit, maintenance of public areas, participating in regional strategic planning, increasing opportunities for training, and completing the comprehensive rezoning that has been pending for several years. The information has been widely distributed to encourage efforts to increase our competitiveness.

In contrast, assessed values for commercial and industrial property rose more than \$25 million, or a 10+% increase due to the completion of several large projects including Rochester Crossing, Frisbie Memorial Hospital, Albany Engineered Composites, Laars, Staples, Holiday Inn Express, etc. that were all assessed for the first time at full value.



Rochester Common in Winter

**REPORT OF THE CITY FINANCE OFFICE**  
**2007-2008**

For the fiscal year ending June 30<sup>th</sup>, 2008 the City's fiscal health is excellent. Continued close monitoring of City accounts and fund balances will ensure future stability.

The following financial statements and auditor's report substantiates the fiscal health of the City.

As of June 30, 2008 the City returned sufficient funds to the General Fund to remain above the required 5% undesignated unreserved portion of fund balance. Subsequent to June 30, 2008, a portion of the fund balance was used to offset taxes.

Fiscal Year 2007-2008 was overall financially positive for the City of Rochester.

Respectfully submitted,

Brian G. LeBrun  
Deputy City Manager

EXHIBIT A  
 CITY OF ROCHESTER, NEW HAMPSHIRE  
 Statement of Net Assets  
 June 30, 2008

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
<b>Current Assets:</b>			
Cash and cash equivalents	\$ 12,188,640		\$ 12,188,640
Investments	18,256,847		18,256,847
Taxes receivable, net	1,237,954		1,237,954
Accounts receivable	4,002,309	\$ 2,535,783	6,538,092
Due from other governments	2,094,142	5,003,774	7,097,916
Internal balances	(421,830)	421,830	-
Deferred debt financing expense	53,670	11,840	65,510
Prepaid expenses	30,665	16,497	47,162
Inventory	16,336	231,381	247,717
Tax deeded property	122,279		122,279
<b>Total Current Assets</b>	<b>\$ 37,581,012</b>	<b>8,221,105</b>	<b>\$ 45,802,117</b>
<b>Noncurrent Assets:</b>			
Deferred debt financing expense	280,382	61,853	342,235
<b>Capital assets:</b>			
Non-depreciable capital assets	28,007,344	12,887,813	40,895,157
Depreciable capital assets, net	70,789,697	57,548,622	128,338,319
<b>Total Noncurrent Assets</b>	<b>\$ 99,077,423</b>	<b>\$ 70,498,288</b>	<b>\$ 169,575,711</b>
<b>Total Assets</b>	<b>\$ 136,658,435</b>	<b>\$ 78,719,393</b>	<b>\$ 215,377,828</b>
<b>LIABILITIES</b>			
<b>Current Liabilities:</b>			
Accounts payable	\$ 3,561,425	\$ 485,926	\$ 4,047,351
Accrued expenses	4,829,235	903,027	5,732,262
Retainage payable	449,324	259,268	708,592
Deferred revenue	15,194,077	467,765	15,661,842
Deposits	967,177		967,177
Deferred bond premium	162,145		162,145
Current portion of bonds payable	5,682,107	2,406,522	8,088,629
<b>Total Current Liabilities</b>	<b>\$ 30,845,490</b>	<b>\$ 4,522,508</b>	<b>\$ 35,367,998</b>
<b>Noncurrent Liabilities:</b>			
Bonds payable	46,488,332	25,948,082	72,436,414
Other long-term obligations		4,739,371	4,739,371
Compensated absences payable	847,695		847,695
<b>Total Noncurrent Liabilities</b>	<b>\$ 47,336,027</b>	<b>\$ 30,687,453</b>	<b>\$ 78,023,480</b>
<b>Total Liabilities</b>	<b>\$ 78,181,517</b>	<b>\$ 35,209,961</b>	<b>\$ 113,391,478</b>
<b>NET ASSETS</b>			
Invested in capital assets, net of related debt	46,626,602	37,342,460	83,969,062
Restricted	1,769,941		1,769,941
Unrestricted	10,080,375	6,166,972	16,247,347
<b>Total Net Assets</b>	<b>\$ 58,476,918</b>	<b>\$ 43,509,432</b>	<b>\$ 101,986,350</b>
<b>Total Net Assets and Liabilities</b>	<b>\$ 136,658,435</b>	<b>\$ 78,719,393</b>	<b>\$ 215,377,828</b>

*See accompanying notes to the basic financial statements*

EXHIBIT B  
CITY OF ROCHESTER, NEW HAMPSHIRE  
Statement of Activities  
For the Year Ended June 30, 2008

**Net Expense Revenue and**

**Changes in Net Assets**

Functions/Programs	Expenditures	Program Revenues		Net Expense Revenue and Changes in Net Assets		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities
<b>Governmental Activities</b>						
General government	\$ 3,895,955	\$ 26,887	\$ 5,060		\$ (3,834,068)	\$ (3,834,068)
General government	(10,943,414	637,896	584,742	(9,721,276)	(9,721,276)	
Public safety	6,226,880	221,649	528,151	(5,506,860)	(5,506,860)	
Highways and streets	518,597			(308,597)	(308,597)	
Health and welfare	2,479,163	185,439		(1,753,724)	(1,753,724)	
Culture and recreation	82,528		499,341	(328,187)	(328,187)	
Community development	695,650	584,710		(100,940)	(100,940)	
Community services	3,220	26,872,092		(23,660,547)	(23,660,547)	
Education	50,475,859	846,598	755,749	(18,187)	(18,187)	
Local service	1,690,534			2,486,161	2,486,161	
Capital outlay	231,539		2,711,700	(1,784,450)	(1,784,450)	
Interest and fiscal reserves	1,784,450			(4,919,375)	(4,919,375)	
Intergovernmental	4,919,375					
Total governmental activities	\$ 84,322,944	<u>\$ 2,346,419</u>	<u>29,186,775</u>	<u>3,211,700</u>	<u>\$ (29,280,090)</u>	<u>\$ (29,280,090)</u>
<b>Business-type activities</b>						
Sewer	1,612,031	4,500,298			888,289	\$88,289
Water	2,713,621	3,311,072			418,012	418,012
Nonprofit enterprise fund	431,101	442,467			19,364	19,364
Total business-type activities	6,748,135	8,073,830			1,322,208	1,322,208
Total primary government	\$ 91,471,069	<u>\$ 10,626,249</u>	<u>\$ 29,184,775</u>	<u>\$ 3,211,700</u>	<u>\$ 1,325,705</u>	<u>(48,454,185)</u>
General revenues:						
Property and other taxes				43,672,657	43,672,657	
Licenses and permits				4,472,192	4,472,192	
Grants and contributions:						
State shared revenues:				530,990	530,990	
Revolving and investment earnings				1,292,703	1,292,703	
Interest and investment earnings				518,112	21,748	541,860
Miscellaneous				3,514,092	75,314	3,589,406
Capital contributions					235,316	235,316
Transfers					(15,200)	(15,200)
Total general revenues and transfers				<u>\$3,953,539</u>	<u>349,528</u>	<u>\$4,303,067</u>
Change in net assets				4,205,476	1,675,528	5,880,593
Net assets - beginning				54,231,452	41,834,459	96,065,911
Net assets - ending				<u>\$ 43,430,482</u>	<u>5,410,986,354</u>	<u>\$ 48,454,185</u>

*Note: See accompanying notes to the basic financial statements.*

EXHIBIT C  
 CITY OF ROCHESTER, NEW HAMPSHIRE  
 Balance Sheet  
 Governmental Funds  
 June 30, 2008

	General Fund	Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
<b>ASSETS</b>				
Cash and cash equivalents	\$ 12,016,173		\$ 172,467	\$ 12,188,640
Investments	18,207,354		49,493	18,256,847
Taxes receivable, net	1,237,954			1,237,954
Accounts receivable	584,926	\$ 3,088,620	328,763	4,002,309
Due from other governments			2,094,142	2,094,142
Due from other funds	5,612,949	189,182	2,078,631	7,880,762
Prepaid expenses	29,885		780	30,665
Inventory	5,417		10,919	16,336
Tax deeded property	122,279			122,279
<b>Total Assets</b>	<b>\$ 37,816,937</b>	<b>\$ 3,277,802</b>	<b>\$ 4,735,195</b>	<b>\$ 45,829,934</b>
<b>LIABILITIES</b>				
Accounts payable	\$ 1,584,086	\$ 1,727,449	\$ 249,890	\$ 3,561,425
Accrued expenses	4,103,330		13,720	4,117,050
Retainage payable		449,324		449,324
Deferred revenue	15,892,849		346,937	16,239,786
Deposits	967,177			967,177
Due to other funds	6,591,878		1,710,714	8,302,592
<b>Total Liabilities</b>	<b>29,139,320</b>	<b>2,176,773</b>	<b>2,321,261</b>	<b>33,637,354</b>
<b>FUND BALANCES</b>				
Reserved for endowments			35,515	35,515
Reserved for prepaid expenses	29,885			29,885
Reserved for inventory	5,417		10,919	16,336
Reserved for special purposes	20,000			20,000
Unreserved reported in:				
General fund	8,622,315			8,622,315
Special revenue funds			2,353,522	2,353,522
Capital projects funds		1,101,029		1,101,029
Permanent funds			13,978	13,978
<b>Total Fund Balances</b>	<b>8,677,617</b>	<b>1,101,029</b>	<b>2,413,934</b>	<b>12,192,550</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 37,816,937</b>	<b>\$ 3,277,802</b>	<b>\$ 4,735,195</b>	

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds	98,797,041
Property taxes are recognized on an accrual basis in the statement of net assets, not the modified accrual basis	1,045,709
Deferred debt expense is recognized on an accrual basis in the statement of net assets, not the modified accrual basis	171,907
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds. Long-term liabilities at year end consist of:	
Bonds payable	(52,170,439)
Compensated absences	(847,695)
Accrued interest on long-term obligations	(712,185)
Net assets of governmental activities	\$ 58,476,918

See accompanying notes to the basic financial statements

**EXHIBIT D**  
**CITY OF ROLLING MEADOWS, NEW HAMPSHIRE**  
**Statement of Revenues, Expenditures and Changes in Fund Balances**  
**General Funds**  
**for the Year Ended June 30, 2008**

**CITY OF ROLLING MEADOWS, NEW HAMPSHIRE**  
**Reconciliation of the Statement of Revenues, Expenditures**  
**and Changes in Fund Balances to the Statement of Activities**  
**for the Year Ended June 30, 2008**

	General Fund	Capital Project Fund	Other Governmental Funds	General Funds
<b>Revenues</b>				\$ 437,633,444
Taxes	\$ 316,27,444			\$ 437,633,444
Interest and premiums	2,472,45			4,472,452
Total governmental:	327,532,895	\$ 2,211,740		34,220,126
Taxes for services*	1,496,099			1,496,099
Interest income:	526,899			518,432
Short term:	2,314,4	\$ 20,231		2,314,492
Total revenues	78,281,283	\$ 2,214,492		78,281,480
<b>Expenditures</b>				
Current expenditures:				4,545,294
General government:	3,166,588	5,534	3,572,182	
Police, fire, etc.	16,154,410	18,513	16,994,962	
Buildings and streets	2,867,081		2,677,748	
Health and welfare	536,009		368,659	
Culture and recreation	1,625,375		1,625,375	
Infrastructure development	1,594,022		567,924	
Community services	46,514,42		670,159	
Food service			3,945,093	3,945,093
Capital outlay			1,686,611	1,686,611
Other service			10,678,222	10,678,222
Financial activities:				5,128,197
Interest and fiscal charges	6,128,197		1,879,692	1,879,692
Lending activities:	1,816,691		4,919,375	4,919,375
Total expenditures	4,545,294		10,525,246	10,525,246
<b>Excess (deficiency) over (under) budget balances</b>	148,228	(6,550,533)	(573,574)	(6,154,541)
Utilities (including services charged to other funds):				
Plus, less, interfund transfers:	1,244,108		12,543,708	
Proceeds of refunding bonds:	4,188,906		4,118,366	
Interest on:	212,913		233,279	1,229,253
Refunding bond payment	14,118,906		14,718,366	
Interest on:	(2,763,541)		(285,580)	(2,278,982)
Total other financing sources (uses):	(51,430)	(2,849	(15,301)	(12,526,198)
Net change in fund balances	665,830	6,128,796	(607,275)	6,191,267
Fund balances (deficit) at beginning of year	(3,967,781)	(5,227,023)	1,021,209	(5,201,311)
Fund balances at end of year	\$ 6,637,617	\$ 1,30,079	\$ 2,413,934	\$ 12,192,480

\*See accompanying notes to the basic financial statements.

EXHIBIT E  
**CITY OF ROCHESTER, NEW HAMPSHIRE**  
 Statement of Net Assets  
 Proprietary Funds  
 June 30, 2008

	Business-type Activities			
	Sewer Fund	Water Fund	Nonmajor Enterprise Fund	Totals
<b>ASSETS</b>				
Current Assets:				
Accounts receivable	\$ 1,592,872	\$ 937,330	\$ 5,581	\$ 2,535,783
Due from other governments	4,383,402	620,372		5,003,774
Due from other funds	4,278,937	677	45,128	4,324,742
Deferred debt financing expense	6,448	5,392		11,840
Prepaid expenses		16,497		16,497
Inventory		231,381		231,381
Total Current Assets	<u>10,261,659</u>	<u>1,811,649</u>	<u>50,709</u>	<u>12,124,017</u>
Noncurrent Assets:				
Deferred debt financing expense	33,684	28,169		61,853
Capital assets:				
Non-depreciable capital assets	6,610,189	6,205,651	71,973	12,887,813
Depreciable capital assets, net	37,648,798	18,889,617	1,010,207	57,548,622
Total Noncurrent Assets	<u>44,292,671</u>	<u>25,123,437</u>	<u>1,082,180</u>	<u>70,498,288</u>
Total Assets	<u>\$ 54,554,330</u>	<u>\$ 26,935,086</u>	<u>\$ 1,132,889</u>	<u>\$ 82,622,305</u>
<b>LIABILITIES</b>				
Current Liabilities:				
Accounts payable	\$ 255,539	\$ 204,060	\$ 26,327	\$ 485,926
Accrued expenses	630,858	247,671	24,498	903,027
Retainage payable	132,988	125,280		259,268
Deferred revenue	466,033		1,732	467,765
Due to other funds	3,681,239	191,445	30,228	3,902,912
Current portion of bonds payable	1,730,924	618,363	57,235	2,406,522
Total Current Liabilities	<u>6,898,581</u>	<u>1,386,819</u>	<u>140,020</u>	<u>8,425,420</u>
Noncurrent Liabilities:				
Bonds payable	17,131,563	8,000,872	815,647	25,948,082
Other long-term obligations	2,928,280	1,811,091		4,739,371
Total Noncurrent Liabilities	<u>20,059,843</u>	<u>9,811,963</u>	<u>815,647</u>	<u>39,687,453</u>
Total Liabilities	<u>\$ 26,958,424</u>	<u>\$ 11,198,782</u>	<u>\$ 955,667</u>	<u>\$ 39,112,873</u>
<b>NET ASSETS</b>				
Invested in capital assets, net of related debt	22,468,220	14,664,942	209,298	37,342,460
Unrestricted (deficit)	5,127,686	1,071,362	(32,076)	6,166,972
Total Net Assets	<u>27,595,906</u>	<u>15,736,304</u>	<u>177,232</u>	<u>43,509,432</u>
Total Liabilities and Net Assets	<u>\$ 54,554,330</u>	<u>\$ 26,935,086</u>	<u>\$ 1,132,889</u>	<u>\$ 82,622,305</u>

See accompanying notes to the basic financial statements

## EXHIBIT F

## CITY OF ROCHESTER, NEW HAMPSHIRE

## Statement of Revenues, Expenses and Changes in Net Assets

## Proprietary Funds

For the Year Ended June 30, 2008

	Business-type Activities			
	Sewer Fund	Water Fund	Nonmajor Enterprise Fund	Totals
<b>Operating revenues:</b>				
Charges for services	\$ 4,500,290	\$ 3,131,073	\$ 442,467	\$ 8,073,830
Miscellaneous	12,545	61,229	1,740	75,314
<b>Total operating revenues</b>	<b>4,512,635</b>	<b>3,192,302</b>	<b>444,207</b>	<b>8,149,144</b>
<b>Operating expenses:</b>				
Personal services	974,320	1,040,795	206,833	2,221,948
Materials and supplies	289,549	285,316	7,374	580,439
Utilities	446,970	112,008	89,959	642,937
Depreciation	944,812	782,216	41,802	1,768,830
Miscellaneous	251,288	787,769	36,447	575,504
<b>Total operating expenses</b>	<b>2,901,139</b>	<b>2,506,104</b>	<b>382,415</b>	<b>5,789,658</b>
<b>Operating income</b>	<b>1,611,496</b>	<b>686,198</b>	<b>61,792</b>	<b>2,330,486</b>
<b>Non-operating revenues (expenses):</b>				
Interest revenue	7,498	15,000	1,250	23,748
Interest expense	(710,862)	(206,917)	(40,688)	(958,467)
<b>Net non-operating revenues (expenses)</b>	<b>(703,364)</b>	<b>(191,917)</b>	<b>(39,438)</b>	<b>(934,719)</b>
<b>Income before contributions and transfers</b>	<b>908,132</b>	<b>494,281</b>	<b>22,354</b>	<b>1,424,767</b>
<b>Capital contributions</b>	<b>220,802</b>	<b>14,514</b>		<b>235,316</b>
<b>Transfers in</b>	<b>10,500</b>	<b>4,700</b>		<b>15,200</b>
<b>Change in net assets</b>	<b>1,139,434</b>	<b>513,495</b>	<b>22,354</b>	<b>1,675,283</b>
<b>Total net assets at beginning of year</b>	<b>26,456,472</b>	<b>15,722,809</b>	<b>154,868</b>	<b>41,834,149</b>
<b>Total net assets at end of year</b>	<b>\$ 27,595,906</b>	<b>\$ 15,736,304</b>	<b>\$ 177,222</b>	<b>\$ 43,509,432</b>

*See accompanying notes to the basic financial statements.*

**EXHIBIT G**  
**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**Statement of Cash Flows**  
**Proprietary Funds**  
For the Year Ended June 30, 2008

	Business-type Activities			
	Sewer Fund	Water Fund	Nonmajor Enterprise Fund	Totals
<b>Cash flows from operating activities:</b>				
Cash received from customers	\$ 5,105,011	\$ 3,163,437	\$ 438,626	\$ 8,707,074
Cash paid to suppliers and employees	(1,913,331)	(1,749,499)	(316,595)	(3,979,325)
Net cash provided by operating activities	<u>3,191,780</u>	<u>1,413,938</u>	<u>122,031</u>	<u>4,727,749</u>
<b>Cash flows from non-capital financing activities:</b>				
Transfer from other funds	10,500	4,700	-	15,200
Net cash provided by non-capital financing activities	<u>10,500</u>	<u>4,700</u>	<u>-</u>	<u>15,200</u>
<b>Cash flows from capital and related financing activities:</b>				
Purchases of capital assets	(2,302,318)	(2,832,797)	(22,175)	(5,157,290)
Proceeds from refunding bonds	566,874	474,060	-	1,040,934
Payment on refunding bonds	(566,874)	(474,060)	-	(1,040,934)
Proceeds from bonds payable	2,582,814	5,836,283	-	8,419,097
Principal paid on long-term debt	(1,620,399)	(442,999)	(57,235)	(2,120,633)
Interest paid on long-term debt	(748,145)	(124,312)	(41,632)	(914,089)
Capital contributions	220,802	-	-	220,802
Net cash provided (used) for capital and related financing activities	<u>(1,867,246)</u>	<u>2,436,175</u>	<u>(121,042)</u>	<u>447,887</u>
<b>Cash flows from investing activities:</b>				
Interest on investments	7,498	15,000	1,250	23,748
Net cash provided by investing activities	<u>7,498</u>	<u>15,000</u>	<u>1,250</u>	<u>23,748</u>
<b>Net increase in cash and cash equivalents</b>	<b>1,342,532</b>	<b>3,869,813</b>	<b>2,239</b>	<b>5,214,584</b>
Cash and cash equivalents (deficiency) at beginning of year	(744,834)	(4,060,581)	(2,661)	(4,792,754)
Cash and cash equivalents (deficiency) at end of year	<u>\$ 597,698</u>	<u>\$ (190,768)</u>	<u>\$ 14,900</u>	<u>\$ 421,830</u>
<b>Reconciliation of operating income to net cash provided by operating activities:</b>				
Operating income	\$ 1,611,496	\$ 686,198	\$ 61,792	\$ 2,359,486
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation expense	944,812	782,216	41,802	1,768,830
Changes in assets and liabilities:				
Accounts receivable	(519,310)	(56,751)	(5,581)	(581,642)
Due from other governments	645,653	27,886	-	673,539
Prepaid expenses	-	(2,435)	-	(2,435)
Inventory	-	10,702	-	10,702
Accounts payable	32,593	(7,131)	22,857	48,319
Accrued expenses	10,503	(1,747)	1,161	9,917
Deferred revenue	466,033	-	-	466,033
Deposits	-	(25,000)	-	(25,000)
Net cash provided by operating activities	<u>\$ 3,191,780</u>	<u>\$ 1,413,938</u>	<u>\$ 122,031</u>	<u>\$ 4,727,749</u>
<b>Non-cash transactions affecting financial position:</b>				
Capital asset additions included in year end liabilities	\$ 321,384	\$ 239,088	\$ 22,175	\$ 582,647
Principal forgiveness on debt	-	14,514	-	14,514
Amortization on deferred debt financing	3,224	2,696	22,175	5,920
	<u>\$ 324,608</u>	<u>\$ 256,298</u>	<u>\$ 22,175</u>	<u>\$ 603,081</u>

*See accompanying notes to the basic financial statements*

**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
For the Year Ended June 30, 2008

		Remaining Maturity (in Years)		
		\$ 25.102	\$ 76.523	\$ 173,103
Federal agency securities	\$ 274,728			
Corporate bonds	237,600	25.197	106.522	105,881
	<u>\$ 512,328</u>	<u>\$ 50,299</u>	<u>\$ 183,045</u>	<u>\$ 278,984</u>

*Credit Risk*

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The following is the actual rating as of year end for each investment type.

<u>Investment Type</u>	Rating as of Year End					<u>Not Rated</u>
	<u>Aaa</u>	<u>Aa</u>	<u>A</u>	<u>Baa</u>		
Corporate bonds	\$ 237,600	\$ -	\$ 112,370	\$ 80,280	\$ 44,950	
State investment pool	10,993					\$ 10,993
Mutual funds	140,247					140,247
Money market mutual funds	261,897					261,897
	<u>\$ 650,737</u>	<u>\$ -</u>	<u>\$ 112,370</u>	<u>\$ 80,280</u>	<u>\$ 44,950</u>	<u>\$ 413,137</u>

*Custodial Credit Risk*

Custodial credit risk for deposits is the risk that in the event of a bank failure, the City's deposits may not be returned to it. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party.

Of the City's deposits with financial institutions at year end \$31,091,925 was collateralized by securities held by the bank in the bank's name. As of June 30, 2008, District investments in the following investment types were held by the same counterparty that was used to buy the securities.

<u>Investment Type</u>	Reported <u>Amount</u>
Federal agency securities	\$ 274,728
U.S. Treasury notes	51,588
Corporate bonds	237,600
Equity securities	479,157
Mutual funds	140,247
Money market mutual funds	261,897
	<u>\$ 1,445,217</u>

*Investment in NHPDIP*

The City is a voluntary participant in the New Hampshire Public Deposit Investment Pool (NHPDIP). The NHPDIP is not registered with the United States Securities and Exchange Commission as an investment company. The NHPDIP was created by state law and is administered by a public body of state, local and banking officials.

**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
For the Year Ended June 30, 2008

Investments in the NHPDIP are not investment securities and, as such, are not categorized by risk. The City's exposure to derivatives is indirect through its participation in the NHPDIP. The City's proportional share of these derivatives is not available. The fair value of the position in the investment pool is equal to the value of the pool shares.

**NOTE 5—DUE FROM OTHER GOVERNMENTS**

Receivables from other governments at June 30, 2008 consist of various federal and state reimbursement receivables. All receivables are considered collectible in full and will be received within one year. A summary of the principal items of intergovernmental receivables is as follows:

Police grants	\$ 40,215
Federal food service reimbursement	219,665
State and federal school grant reimbursements	1,834,262
State filtration grant	86
State revolving loan funds - Water	620,286
State revolving loan funds - Sewer	662,381
Sewer state aid grant reimbursement	3,721,021
	<u>\$ 7,097,916</u>

**NOTE 6—CAPITAL ASSETS AND DEPRECIATION**

The following is a summary of changes in capital assets in the governmental funds:

	<u>Balance 7/1/2007</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance 6/30/2008</u>
Governmental activities:				
Capital asset not depreciated:				
Land	\$ 6,753,100	\$ 138,741		\$ 6,891,841
Construction in process	16,837,064	9,706,550	\$(5,428,112)	21,115,502
Total capital assets not being depreciated	<u>23,590,164</u>	<u>9,845,291</u>	<u>(5,428,112)</u>	<u>28,007,343</u>
Other capital assets:				
Infrastructure	115,044,734	3,627,318		118,672,052
Land improvements	4,288,768	378,592		4,667,360
Buildings and improvements	49,402,864	830,018		50,232,882
Vehicles and equipment	9,955,921	843,471		10,799,392
Total other capital assets at historical cost	<u>178,692,287</u>	<u>5,679,399</u>	<u>-</u>	<u>184,371,686</u>
Less accumulated depreciation for:				
Infrastructure	(83,043,401)	(3,349,550)		(86,392,951)
Land improvements	(2,072,850)	(206,485)		(2,279,335)
Buildings and improvements	(17,059,365)	(953,832)		(18,013,197)
Vehicles and equipment	(6,165,578)	(730,927)		(6,896,505)
Total accumulated depreciation	<u>(108,341,194)</u>	<u>(5,240,794)</u>	<u>-</u>	<u>(113,581,988)</u>
Total other capital assets, net	<u>70,351,093</u>	<u>438,605</u>	<u>-</u>	<u>70,789,698</u>
Total capital assets, net	<u>\$ 93,941,257</u>	<u>\$10,283,896</u>	<u>\$(5,428,112)</u>	<u>\$ 98,797,041</u>

CITY OF ROCHESTER, NEW HAMPSHIRE  
 NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
 For the Year Ended June 30, 2008

Depreciation was charged to functions as follows:

General government	\$ 325,579
Public safety	336,963
Highways and streets	3,579,577
Culture and recreation	54,693
Community services	25,491
Education	914,063
Food service	4,428
Total governmental activities depreciation expense	<u>\$ 5,240,794</u>

The following is a summary of changes in capital assets in the proprietary funds:

	Balance 7/1/2007	Additions	Reductions	Balance 6/30/2008
<b>Business-type activities:</b>				
Capital asset not depreciated:				
Land	\$ 2,653,830	-	-	\$ 2,653,830
Construction in process	8,043,097	\$ 4,850,159	\$(2,659,273)	10,233,983
Total capital assets not being depreciated	<u>10,696,927</u>	<u>4,850,159</u>	<u>(2,659,273)</u>	<u>12,887,813</u>
Other capital assets:				
Land improvements	53,600	-	-	53,600
Infrastructure	33,810,430	2,528,285	-	36,338,715
Buildings and improvements	43,360,772	279,409	-	43,640,181
Vehicles and equipment	3,915,236	77,142	-	3,992,378
Total other capital assets at historical cost	<u>81,140,038</u>	<u>2,884,836</u>	<u>-</u>	<u>84,024,874</u>
Less accumulated depreciation for:				
Land improvements	(34,600)	(2,000)	-	(36,600)
Infrastructure	(9,940,555)	(654,610)	-	(10,595,165)
Buildings and improvements	(12,605,422)	(887,203)	-	(13,492,625)
Vehicles and equipment	(2,126,845)	(225,017)	-	(2,351,862)
Total accumulated depreciation	<u>(24,707,422)</u>	<u>(1,768,830)</u>	<u>-</u>	<u>(26,476,252)</u>
Total other capital assets, net	<u>56,432,616</u>	<u>1,116,006</u>	<u>-</u>	<u>57,548,622</u>
Total capital assets, net	<u>\$ 67,129,543</u>	<u>\$ 5,966,165</u>	<u>\$(2,659,273)</u>	<u>\$ 70,436,435</u>

Depreciation was charged to proprietary funds as follows:

Sewer fund	\$ 944,812
Water fund	782,216
Nonmajor enterprise fund	41,802
Total business-type activities depreciation expense	<u>\$ 1,768,830</u>

CITY OF ROCHESTER, NEW HAMPSHIRE  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
For the Year Ended June 30, 2008

**NOTE 7—DEFINED BENEFIT PENSION PLAN**

*Plan Description*

The City contributes to the New Hampshire Retirement System (NHRS), a cost-sharing, multiple-employer, defined benefit pension plan administrated by the NHRS Board of Trustees. The plan provides service, disability, death and vested retirement allowances to plan members and beneficiaries. Benefit provisions are established and may be amended by the New Hampshire State legislature. The NHRS issues a publicly available financial report that includes financial statements and required supplementary information for NHRS. That report may be obtained by writing to New Hampshire Retirement System, 54 Regional Drive, Concord, New Hampshire 03301.

*Funding Policy*

Covered public safety employees are required to contribute 9.3% of their covered salary, whereas teachers and general employees are required to contribute 5.0% of their covered salary. The City is required to contribute at an actuarially determined rate. The City's contribution rates for the covered payroll of police officers, fire employees, teachers, and general employees were 11.84%, 15.92%, 5.80%, and 8.74%, respectively. The City contributes 65% of the employer cost for police officers, fire employees, and teachers, and the State contributes the remaining 35% of the employer cost. The City contributes 100% of the employer cost for general employees of the City. In accordance with accounting principles generally accepted in the United States of America (GASB #24), on-behalf fringe benefits contributed by the State of New Hampshire of \$1,135,404 have been reported as a revenue and expenditure of the General Fund in these financial statements.

Under State law (RSA-100:16), plan member contribution rates are established and may be amended by the New Hampshire State legislature and employer contribution rates are determined by the NHRS Board of Trustees based on an actuarial valuation. The City's contributions to the NHRS for the years ending June 30, 2008, 2007 and 2006 were \$2,948,973, \$2,039,729, and \$1,953,476, respectively, equal to the required contributions for each year.

**NOTE 8—GENERAL DEBT OBLIGATIONS**

*General Long-term Obligations*

The changes in the City's long-term debt obligations for the year ended June 30, 2008 are as follows:

	Balance 7/1/2007	Additions	Reductions	Balance 6/30/2008	Due Within One Year
Governmental activities:					
Bonds payable	\$ 44,396,442	\$ 17,620,761	\$ (9,846,764)	\$ 52,170,439	\$ 5,682,107
Compensated absences	1,074,777	195,212	(422,294)	847,695	-
Total governmental activities	<u>\$ 45,471,219</u>	<u>\$ 17,815,973</u>	<u>\$ (10,269,058)</u>	<u>\$ 53,018,134</u>	<u>\$ 5,682,107</u>

**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
**For the Year Ended June 30, 2008**

**Business-type activities:**

Bonds payable	\$ 22,021,087	\$ 9,509,599	\$ (3,176,082)	\$ 28,354,604	\$ 2,406,522
Other long-term obligations	3,426,658	2,158,077	(845,364)	4,739,371	-
Total business-type activities	<u>\$ 25,447,745</u>	<u>\$ 11,667,676</u>	<u>\$ (4,021,446)</u>	<u>\$ 33,093,975</u>	<u>\$ 2,406,522</u>

Payments on the general obligation bonds of the governmental activities are paid out of the General Fund. Payments on the general obligation bonds and other long-term obligations of the business-type activities are paid out of the Sewer, Water and Arena Funds. Compensated absences will be paid from the fund where the employee's salary is paid.

Governmental Activities

Bonds payable at June 30, 2008 are comprised of the following individual issues:

	Original Issue <u>Amount</u>	Interest Rate	Final Maturity <u>Date</u>	Balance at <u>6/30/08</u>
1991 NHMBB	\$ 5,484,100	6.80%	December 2010	\$ 822,615
1991 NHMBB	13,031,515	6.80%	January 2011	1,715,000
1992 Series D bonds	1,194,500	5.0-6.10%	January 2013	300,000
Refinancing bonds 1994	6,259,500	2.90-5.20%	November 2009	882,300
1995 Series bond issue	2,440,000	5.25-5.625%	August 2015	960,000
1996 Series bond issue	1,197,000	5.625-5.75%	August 2016	529,000
1997 Series bond issue	1,320,000	4.70-5.30%	August 2017	650,000
1998 Series A	1,779,000	3.90-4.75%	August 2018	864,241
2002 Series bond issue	6,383,000	4.25-4.70%	August 2022	4,758,000
2004 Series bond issue	11,169,735	3.10-4.75%	July 2024	8,910,000
2005 Series bond issue - 20 year	3,724,700	4.0-4.40%	January 2026	3,335,000
2005 Series bond issue - 15 year	285,000	4.0-4.25%	January 2021	245,000
2005 Series bond issue - 10 year	2,144,568	4.0-4.25%	January 2016	1,700,000
2005 Series bond issue - Honeywell	9,611,575	4.0-4.25%	January 2016	7,680,000
2005 QZAB	1,332,910	0%	December 2020	1,198,522
Refinancing bonds 2007 - 3 year	1,409,139	5.50-5.60%	August 2010	1,409,139
Refinancing bonds 2007 - 13 year	3,670,314	5.50-5.80%	August 2020	3,670,314
2008 Series bond issue - 20 year	9,593,958	3.0-5.0%	February 2028	9,593,958
2008 Series bond issue - 10 year	315,380	5.25-6.50%	February 2018	315,380
2008 Series bond issue - 10 year	<u>2,631,970</u>	<u>3.0-5.0%</u>	<u>February 2018</u>	<u>2,631,970</u>
Totals	<u>\$ 50,258,350</u>			<u>\$ 52,170,439</u>

Debt service requirements to retire general obligation bonds outstanding at June 30, 2008 are as follows:

**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
For the Year Ended June 30, 2008

<u>Year Ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
<u>June 30,</u>			
2009	\$ 5,682,107	\$ 2,176,371	\$ 7,858,478
2010	5,385,627	1,903,765	7,289,392
2011	5,063,431	1,670,776	6,734,207
2012	4,075,058	1,460,736	5,535,794
2013	4,070,961	1,300,492	5,371,453
2014-2018	16,114,536	4,158,239	20,272,775
2019-2023	8,109,985	1,699,201	9,809,186
2024-2028	3,668,734	404,786	4,073,520
<b>Total</b>	<b>\$ 52,170,439</b>	<b>\$ 14,774,366</b>	<b>\$ 66,944,805</b>

Business-type Activities

Bonds payable at June 30, 2008 are comprised of the following individual issues:

	<u>Issue</u>	<u>Interest</u>	<u>Maturity</u>	<u>Balance</u>
	<u>Amount</u>	<u>Rate</u>	<u>Date</u>	<u>at 6/30/08</u>
1991 NHMBB	\$ 615,900	6.80%	January 2011	\$ 92,395
1992 Series D bonds	405,500	5.0-6.10%	January 2013	100,000
Refinancing bonds 1994	13,240,500	2.90-5.20%	November 2009	457,700
1996 Series bond issue	280,000	5.625-5.75%	August 2016	126,000
1998 Series A	871,000	3.90-4.75%	August 2018	570,760
2002 Series bond issue	2,253,000	4.25-4.70%	August 2022	1,653,000
2002 State Revolving loan fund	19,036,378	4.185%	August 2020	12,501,166
2004 Series bond issue	2,181,000	3.10-4.75%	July 2024	1,845,000
2005 Series bond issue	261,015	4.0-4.40%	January 2026	230,000
2005 State Revolving loan fund	716,020	3.18%	January 2015	501,214
2006 State Revolving loan fund	879,685	3.488%	August 2025	791,717
2007 State Revolving loan fund	341,373	3.352%	July 2027	341,373
2007 State Revolving loan fund	483,988	3.352%	September 2026	460,041
Refinancing bonds 2007 - 3 year	310,862	5.50-5.60%	August 2010	310,862
Refinancing bonds 2007 - 13 year	809,685	5.50-5.80%	August 2020	809,685
2008 Series bond issue - 20 year	5,536,042	3.0-5.0%	February 2028	5,536,042
2008 Series bond issue - 10 year	1,079,620	5.25-6.50%	February 2018	1,079,620
2008 Series bond issue - 10 year	948,029	3.0-5.0%	February 2018	948,029
<b>Totals</b>	<b>\$ 50,249,597</b>			<b>\$ 28,354,604</b>

Debt service requirements to retire general obligation bonds outstanding, net of principal forgiveness from the State of New Hampshire to be forgiven over a period of 10 years from the start of the individual State Revolving Loan Funds of \$143,118 at June 30, 2008 are as follows:

CITY OF ROCHESTER, NEW HAMPSHIRE  
 NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
 For the Year Ended June 30, 2008

Year Ending <u>June 30.</u>	<u>Principal</u>	<u>Interest</u>	
2009	\$ 2,406,522	\$ 1,158,557	\$
2010	2,133,851	1,065,670	
2011	2,051,913	980,180	
2012	1,991,165	898,904	
2013	1,991,153	819,513	
2014-2018	9,612,177	2,874,248	1
2019-2023	6,070,455	1,026,061	
2024-2028	1,954,250	226,963	
Total	<u>28,211,486</u>	<u>9,050,096</u>	<u>1</u>
Principal forgiveness	<u>143,118</u>	<u>-</u>	<u></u>
	<u><u>\$ 28,354,604</u></u>	<u><u>\$ 9,050,096</u></u>	<u><u>\$ 3</u></u>

Interest expense for the year ended June 30, 2008 was \$2,742,917 on general of of Rochester. The State of New Hampshire annually reimburses the City for i debt service payments. For the year ended June 30, 2008, the reimbursement wa

*State Revolving Loan*

The U.S. Environmental Protection Agency sponsors a low interest rate loan administered by the States and are used by local communities to improve their year 2008, the City borrowed an additional \$2,158,078 through the New Ha Control Revolving Fund Program. During the year \$825,361 was converted into and total funding to date is \$4,739,371, which is reported as "other long- Proprietary Funds.

*Authorized and Unissued Debt*

The following debt was authorized and unissued as of June 30, 2008:

<u>Purpose</u>	<u>Amount</u>
Governmental Funds:	
FY 2002 Authorized	\$ 101,000
FY 2003 Authorized	82,750
FY 2004 Authorized	250,000
FY 2005 Authorized	1,543,998
FY 2006 Authorized	2,161,896
FY 2007 Authorized	3,163,800
FY 2008 Authorized	2,074,938
School FY 2003 Authorized	5,500
School FY 2006 Authorized	134,500
School FY 2007 Authorized	487,000
School FY 2008 Authorized	980,000
Total Governmental Funds	\$ 10

**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
For the Year Ended June 30, 2008

Business-type Funds:			
Sewer FY 2002 Authorized	\$ 75,000		
Sewer FY 2003 Authorized	200,000		
Sewer FY 2004 Authorized	823,940		
Sewer FY 2005 Authorized	2,440,000		
Sewer FY 2006 Authorized	767,234		
Sewer FY 2007 Authorized	2,658,000		
Sewer FY 2008 Authorized	450,000		
Water FY 2001 Authorized	90,000		
Water FY 2003 Authorized	216,932		
Water FY 2004 Authorized	900,000		
Water FY 2005 Authorized	2,565,000		
Water FY 2006 Authorized	1,692,000		
Water FY 2007 Authorized	3,597,600		
Water FY 2008 Authorized	720,000		
Total Business-type Funds	<u>17,195,706</u>		
Combining Total	<u><u>\$ 28,181,088</u></u>		

*Available Debt Margin*

The City is subject to State statute which limits debt outstanding to a percentage (dependent upon purpose) of a valuation calculation made annually by the State. As of June 30, 2008, the City had the following available debt margins:

	Net Debt <u>Outstanding</u>	% of Assessed <u>Valuation</u>	Statutory <u>Limit</u>	Available <u>Debt Limit</u>
School	\$ 20,430,204	7.0%	\$ 171,389,716	\$ 150,959,512
Water	8,476,117	10.0%	244,842,451	236,366,334
All other	32,613,116	3.0%	73,452,735	40,839,619

Per State law, debt incurred for sewer expansion is not included in the limitation calculations.

*Overlapping Debt*

The City's proportionate share of debt of other governmental units which provide services within the City's boundaries, and which must be borne by the resources of the City, is summarized below (unaudited):

Related Entity	Total <u>Principal</u>	City's <u>Percent</u>	City's <u>Share</u>
Strafford County	<u><u>\$ 21,172,838</u></u>	21.3294%	<u><u>\$ 4,516,039</u></u>

This liability is appropriately not reported in the accompanying financial statements.

**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
For the Year Ended June 30, 2008

**NOTE 9—ADVANCE REFUNDING OF DEBT**

*Governmental Activities*

During the year ending June 30, 2008, the City issued \$5,079,453 of general obligation bonds to advance refund \$4,718,566 of outstanding bonds (old debt). The net proceeds were used to retire the old debt of \$4,718,566 entirely. As a result, this old debt is considered to be defeased, and the liability for those bonds has been removed from the balance sheet.

Although the advance refunding resulted in the recognition of an economic loss of \$360,887, the City in effect reduced its aggregate debt service payments by \$170,592 for the next thirteen years. In the government-wide statements, this economic loss is being amortized as a component of interest expense over the remaining life of the new debt.

*Business-Type Activities*

During the year ending June 30, 2008, the City issued \$510,316 of general obligation bonds in the Water Fund to advance refund \$474,059 of outstanding bonds (old debt). During the year ending June 30, 2008, the City also issued \$610,230 of general obligation bonds in the Sewer Fund to advance refund \$566,874 of outstanding bonds (old debt). The net proceeds were used to retire the old debt of \$474,059 and \$610,230 entirely in the Water Fund and Sewer Fund, respectively. As a result this old debt is considered to be defeased, and the liability for those bonds has been removed from the balance sheet.

Although the advance refunding resulted in the recognition of an economic loss of \$36,257 and \$43,356 in the Water Fund and Sewer Fund, respectively, the City in effect reduced its aggregate debt service payments by \$17,139 and \$20,494, respectively for the next thirteen years. In the accompanying financial statements, this economic loss is being amortized as a component of interest expense over the remaining life of the new debt.

**NOTE 10—INTERFUND BALANCES AND TRANSFERS**

The City has combined the cash resources of its governmental and proprietary fund types. For accounting and reporting purposes, that portion of the pooled cash balance is reposted in the specific funds as an interfund balance. Interfund balances at June 30, 2008 are as follows:

	Due from						<b>Totals</b>	
	<b>General Fund</b>	<b>Nonmajor</b>		<b>Nonmajor</b>				
		<b>Fund</b>	<b>Governmental Funds</b>	<b>Fund</b>	<b>Water Fund</b>			
General Fund		\$ 1,710,714		\$ 3,680,562	\$ 191,445	\$ 30,228	\$ 5,612,949	
Capital Projects Fund		\$ 189,182					189,182	
Nonmajor Governmental Funds		2,078,631					2,078,631	
Water Fund				677			677	
Sewer Fund		4,278,937					4,278,937	
Nonmajor Enterprise Fund		45,128					45,128	
		<b>\$ 6,591,878</b>	<b>\$ 1,710,714</b>	<b>\$ 3,681,239</b>	<b>\$ 191,445</b>	<b>\$ 30,228</b>	<b>\$ 12,205,504</b>	

**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)**  
For the Year Ended June 30, 2008

During the year, several interfund transactions occurred between funds. The various operating transfers were made in accordance with budgetary authorizations. Interfund transfers for the year ended June 30, 2008 are as follows:

		Transfer from		
		General Fund	Capital Projects Fund	Nonmajor Governmental Funds
Transfer to	General Fund	\$ 240,412	\$ 21,681	\$ 262,093
	Capital Projects Fund	\$ 544,174		169,687 713,861
	Nonmajor Governmental Funds	135,369	35,898	82,012 253,279
	Water Fund			4,700 4,700
	Sewer Fund			10,500 10,500
		<u>\$ 679,543</u>	<u>\$ 276,310</u>	<u>\$ 288,380</u> <u>\$ 1,244,433</u>

**NOTE 11—RESTRICTED NET ASSETS**

Net assets are restricted for specific purposes as follows:

	Governmental Activities
Endowments	\$ 35,515
Conservation Commission	633,397
Capital Projects	1,101,029
	<u>\$ 1,769,941</u>

**NOTE 12—PERMANENT FUNDS**

Cemetery care funds are accounted for as permanent funds. The principal amounts of all cemetery funds are restricted in that only income earned may be expended. Principal and income balances at June 30, 2008 are as follows:

	Principal	Income	Total
Cemetery Funds	\$ 35,515	\$ 13,978	\$ 49,493

## SCHEDULE 1

## CITY OF ROCHESTER, NEW HAMPSHIRE

## Schedule of Revenues, Expenditures and Changes in Fund Balances

## Budget and Actual (Budgetary Basis) - General Fund

For the Year Ended June 30, 2008

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Favorable (Unfavorable)
	Original	Final		
<b>Revenues:</b>				
Taxes	\$ 43,010,246	\$ 43,010,246	\$ 43,672,657	\$ 662,411
Licenses and permits	4,736,800	4,736,800	4,472,192	(264,608)
Intergovernmental	24,412,332	24,412,332	24,616,701	204,369
Charges for services	958,272	958,272	1,100,099	141,827
Interest income	450,000	450,000	520,989	70,989
Miscellaneous	2,664,700	2,664,700	2,815,454	150,754
Total Revenues	<u>76,232,350</u>	<u>76,232,350</u>	<u>77,198,092</u>	<u>965,742</u>
<b>Expenditures:</b>				
Current:				
General government	3,854,678	3,854,678	3,566,588	288,090
Public safety	10,155,914	10,155,914	10,112,796	43,118
Highways and streets	2,663,382	2,663,382	1,945,011	718,371
Health and welfare	727,064	727,064	568,609	158,455
Culture and recreation	1,704,073	1,704,073	1,624,375	79,698
Community development	168,127	168,127	159,604	8,523
Education	45,915,517	45,915,517	46,157,347	(241,830)
Debt service:				
Principal retirement	5,280,761	5,280,761	5,128,197	152,564
Interest and fiscal charges	2,182,459	2,182,459	1,879,691	302,768
Intergovernmental	<u>4,919,375</u>	<u>4,919,375</u>	<u>4,919,375</u>	<u>-</u>
Total Expenditures	<u>77,571,350</u>	<u>77,571,350</u>	<u>76,061,593</u>	<u>1,509,757</u>
Excess of revenues over (under) expenditures	(1,339,000)	(1,339,000)	1,136,499	2,475,499
<b>Other financing sources (uses):</b>				
Transfers in	221,500	221,500	262,093	(40,593)
Transfers out	(469,174)	(469,174)	(679,543)	(210,369)
Total other financing sources (uses)	<u>(247,674)</u>	<u>(247,674)</u>	<u>(417,450)</u>	<u>(250,962)</u>
Net change in fund balance	(1,586,674)	(1,586,674)	719,049	2,224,537
Fund balances at beginning of year				
· Budgetary Basis	9,004,277	9,004,277	9,004,277	-
Fund balances at end of year				
· Budgetary Basis	<u>\$ 7,417,603</u>	<u>\$ 7,417,603</u>	<u>\$ 9,723,326</u>	<u>\$ 2,224,537</u>

See accompanying notes to the required supplementary information

## **REPORT OF THE FIRE DEPARTMENT 2007-2008**

The primary mission of the Rochester Fire Department is to provide a range of programs designed to protect and maintain the quality of life within the City of Rochester through Fire Prevention, Fire Suppression and Rescue activities.

### **ORGANIZATION**

The City of Rochester Fire Department is a 63-member "combination" organization providing fire, rescue, and public assistance services to the Rochester, East Rochester and Gonic sections of this community.

The department serves a community with an estimated population of 32,000 residents in a 49.2 square mile area from two fire stations which are covered 24/7.

The Chief of the Fire Department reports to the Rochester City Manager under the City Manager form of government.

On behalf of all the members of the Rochester Fire Department, it is with great pride that we present this annual report for the fiscal year covering July 1, 2007 through June 30, 2008.

The Rochester Fire Department continues to provide a high level of service for a community that is rapidly growing. Our relationship with this community is built on trust, respect and history. This annual report is yet another example of our dedication and is a direct reflection of our personal involvement, sense of pride and belonging to the service area. Our committed firefighters care about the service that we as an organization provide the community.

The increased demand for service is a daily challenge. We continue our emphasis on being proactive by providing programs that assist the community to prevent and minimize fire and safety concerns through continued Fire Prevention efforts and public fire and life safety education programs. The Fire Prevention office continues to work on fire code compliance and also working with the citizens of Rochester to give them a better understanding of the fire code issues.

Increasing the City of Rochester's preparedness for large-scale emergencies has to be our focus throughout the year. Work is continuing in areas such as shelter capabilities, development of a comprehensive All Hazards Plan, interoperable communications and Public Health.

## **TRAINING**

The Rochester Fire Department is committed to a well-trained organization by providing a comprehensive training program through both in-house sessions and sponsorship to outside training opportunities. The Rochester Fire Department believes that a highly trained workforce increase performance and productivity, enhances teamwork, promotes a safe workplace environment and is the foundation for our commitment to provide the best and most efficient service to the community.

## **FIRE PREVENTION**

Since fire prevention is the key to saving lives and property, we continue to provide this valuable service as one of our primary responsibilities. The Rochester Fire Department dedicates hundreds of hours to the inspections of local businesses, schools and apartments for fire and life safety. During this period, our department responded to 9 serious building fires, which required the entire department to be called back to duty.

## **MAJOR ACCOMPLISHMENTS**

- Revised and updated apparatus replacement plan
- Ordered a new 100 foot aerial tower truck
- Developed and implemented an inspection program for large multi family apartment buildings
- Replaced our entire radio infrastructure to a new state of art system
- Developed an All Hazards Plan for the City of Rochester
- Conducted a Strategic National Stockpile Drill for the City of Rochester
- Developed a sprinkler system ordinances for the City of Rochester
- Developed a radio amplification system ordinance for large box stores
- Obtained a grant for a new state of art Emergency Operations Center, which is now operational

The critical factor in any fire departments emergency calls for service is firefighters and fire officers. They will be the first contact the citizens will have at an emergency call. What they do and how they perform will be what is remembered. We are very fortunate to have a dedicated, caring staff at all levels of the department who deliver outstanding service.

I would again this year recognize the outstanding men and women of the Rochester Fire Department for their dedication, hard work and strong commitment to our community. The firefighters and fire officers continue to meet the challenges of a changing fire service. Whether you look at the changing faces of the fire department, equipment changes or changes in service, you will see that the Rochester Fire Department continues to make significant strides to keep pace with the changing world.

I would like to extend my thanks to the Mayor, City Council and City Manager for their continued support of the fire department. With their support we continue to be an outstanding organization, which is well respected throughout this community.

Respectfully submitted,

Norman Sanborn, Jr.  
Chief of Department



Platform Truck

### **FIRE DEPARTMENT RESPONSE ACTIVITY**

EMERGENCY RESPONSE CALLS	FY 08
Building Fire	28
Cooking fire, confined to container	4
Chimney fire	6
Fuel burner/boiler malfunction	3
Trash or rubbish fire	4
Fire in mobile home	1
Passenger vehicle fire	17
Brush fire	29
Outside rubbish fire	1
Outside rubbish, trash or waste fire	2
Dumpster or other outside trash receptacle fire	1
Special outside fire	1
Outside gas or vapor combustion explosion	2
Explosion (no fire), other	1
Medical assist, assist EMS crew	235
Emergency medical service, other	2
EMS call, excluding vehicle accident with injury	35
Vehicle accident with injuries	116
Motor vehicle/pedestrian accident	13
Motor vehicle accident with no injuries	152
Lock-in	2
Extrication of victim from vehicle	3
Extrication, rescue, other	3
Removal of victim(s) from stalled elevator	4
Electrical Rescue	1
Electrocution or potential electrocution	1
Hazardous condition	54
Flammable gas or liquid condition	2
Gasoline or other flammable liquid spill	21
Gas leak (natural gas or LPG)	34
Chemical spill, leak, hazard, oil spill	12
Refrigeration leak	1
Carbon monoxide incident	12
Electrical wiring/equipment problem	19
Heat from short circuit (wiring), defective/worn	3
Light ballast breakdown	1
Power line down	73
Arching, shorted electrical equipment	22
Accident, potential accident	3
Building or structure weakened or collapsed	12
Attempt to burn	2
Vehicle accident, general cleanup	105

Service call	59
Person in distress	1
Lockout	56
Water problem	15
Water evacuation	2
Water or steam leak	17
Smoke or odor removal	2
Animal rescue	2
Public service assistance	4
Assist police	17
Public service	6
Assist invalid	5
Defective elevator, no occupants	3
Unauthorized burning	41
Cover assignment	51
Good intent calls	102
Wrong location	2
No incident found on arrival at dispatch address	22
Authorized controlled burning	25
Smoke scare, odor of smoke	50
Steam, vapor, fog or dust thought to be smoke	2
EMS call, party transported by non-fire agency	7
Hazmat Investigation w/no hazmat	2
False alarm or false call	2
Malicious, mischievous false call	7
Municipal alarm system, malicious false alarm	2
Bomb scare – no bomb	1
System malfunction	18
Sprinkler activation-no fire-malfunction	10
Smoke detector activation due to malfunction	33
Heat detector activation due to malfunction	2
Alarm system sounded due to malfunction	136
CO detector activation due to malfunction	8
Unintentional transmission of alarm, other	3
Sprinkler activation, no fire-unintentional	2
Smoke detector activation, no fire-unintentional	25
Alarm system sounded, no fire, unintentional	66
Carbon monoxide detector activation, no CO	14
Severe weather, wind storm	11
Lightening strike-no fire	4
Special type of incident, other	1
Citizen complaint	1
<b>TOTAL</b>	<b>1888</b>

<b>NON-EMERGENCY ACTIVITY</b>	<b>FY '08</b>
Building inspection	157
Certificate of Occupancy	38
Campfire Inspections	94
Commercial Hood Inspection	6
Day Care Inspections	8
Fire Alarm System Tests	39
Fire Drills	72
Fire Extinguisher Classes	10
Fire Investigations	28
Fire Prevention Education	34
Foster Home Inspections	8
Juvenile Firesetter Intervention	4
Knox Box Inspections	34
Meetings	57
Permits of Assembly	50
Plan Reviews	47
Pre-construction Meetings	9
Shift Building Inspections	7
Site Reviews	18
Sprinkler Flow Tests	26
Training Sessions	230
Walk-through Inspections	116
Wood Stove Inspections	6
<b>TOTAL</b>	<b>1098</b>



Photograph by Craig Osborne

**2008 Program Summary for the City of Rochester**  
**Submitted by the Northern Strafford County Health and Safety Council**

The City of Rochester and the Northern Strafford County Health and Safety Council (NSCHSC) celebrated their fifth year of public health partnership in 2008.

Emergency Management Director and Fire Chief, Norman Sanborn, continued as the board representative. His experience, perspective, and commitment have been a great asset to the board. We look forward to continuing our work and strengthening this relationship with Chief Sanborn in 2009.

We continued our partnerships with the six participating communities (Farmington, Middleton, Milton, New Durham, Rochester and Strafford), Frisbie Memorial Hospital and Avis Goodwin Community Health Center. All six municipalities and listed organizations signed a memorandum of understanding and have a commitment to meet our mission: *To improve and protect the public health and well being of residents in the region through the facilitation of diverse organizations, institutions, and community residents that collaborate in the enhancement of clinical and community based systems.*

In 2008 we were able to access additional funding and add staff to enhance the public health capacity of the region. The following is a summary of 2008 programs:

**Emergency Preparedness and Planning**

- Received an 80% score from NH Homeland Security and Emergency Management on our mass vaccination plan which will assist Northern Strafford County residents should a disaster occur that requires broad vaccination or prophylaxis distribution. This score is one of the highest in the state and reflects the regional commitment of emergency responders and community leaders to the regional planning and response.
- Responded to the December Ice Storm. The Rochester Shelter was opened for five days. The Acute Care Center was opened for the first time providing medical and functional needs sheltering to residents of Strafford County and beyond. NSCHSC, Rochester Fire Department, Frisbie Memorial Hospital, and Rochester District VNA played major roles with several other partners participating. The region's first pet shelter was also opened by the NH Disaster Animal Response Team. An after action meeting occurred and state representatives commended regional partners for their leadership in the state regarding medical sheltering.
- To strengthen our emergency response workforce and test our plans, we conducted multiple trainings and exercises with our planning partners.
  - i. Conducted two drills:
    - MACE drill with regional social service organizations to test the triage and communications of the region
    - Call-down drill of the MACE in December to test response time in preparation for the full scale POD exercise planned for May 2009
  - ii. Conducted one training:
    - Public Information Officer Training

iii. Conducted two workshops:

-MACE and Farmington POD Workshop in May

-Continuity of Operations Training in conjunction with Rochester Fire Department, Rochester Police Department and Rochester Chamber of Commerce to help sustain business operations after an emergency

- Completed All Health Hazards Plan. Waiting for feedback from NH DHHS. Revisions to be made in early 2009.
- Conducted Regional Emergency Preparedness Education campaign in collaboration with Southern Strafford County, Portsmouth Region and Exeter Region Emergency Preparedness. Campaign website can be found at <http://www.getpreparednh.com/>
- Continued growth of regional Citizen Corps Unit. Developed website and recruitment materials for the Strafford County Citizen Corps. Website can be found at <http://www.straffordcountycitizenkorps.org/> Residents are encouraged to contact NSCHSC at 335-0168 to become a trained volunteer.
- Awarded \$18,000 from US DHHS Office of the Civilian Volunteer & NACCHO Capacity Building Award to develop newly founded Medical Reserve Corps consisting of medically trained emergency response volunteers. Residents are encouraged to contact NSCHSC at 335-0168 to become a trained volunteer.
- Collaborated with regional fire departments for Safe Heat 2008 public education campaign.
- Increased working relationships among home health, Community Health Center, mental health, and education communities for emergency planning.
- Began work with Community Organizations Active in Disasters (COAD). This is a network of local businesses, non-profits, municipalities, and religious organizations working to improve community response and reduce duplication of services following disasters.

Public Health Programs

- Continued work with New Hampshire Charitable Fund Teen Health Grant. Worked with regional teen coalition to write a teen health guide and with Spaulding High School Art Department to create teen health posters. Guide and posters set for printing and distribution to schools, teen centers, and community organizations in early 2009.
- CSO Grant of \$15,000 for continued work with Community Support Organization toward effective coalition building to address regional public health issues, provide strategic planning opportunities and increase the capacity effect access to healthcare, substance abuse, housing needs and transportation.
- Awarded \$225,000 over 5 years from 21<sup>st</sup> Century Grant to develop after school program. FAMEE: Farmington and Milton Extending Education Program Coordinator and Site Director positions have been filled and classes began in the Fall of 2008.
- Awarded Drug Free Coalition Grant in the amount of \$225,000. Bridging The Gaps Coalition Coordinator position has been filled. Coalition work is focused toward reducing teen drug and alcohol access and use issue for the Rochester Community.

Planning and priority setting for health improvement

- Municipal and Health Provider partners signed a Memorandum Of Understanding for coordinated planning which included shared goals of local government, health care and NSCHSC.
- Awarded \$75,000 from the Department of Health and Human Services, Division of Public Health Services for ongoing support of NSCHSC.

In 2008 we said goodbye to a few dedicated staff and board members. After helping to found and lead NSCHSC for five years, Executive Director Betsey Andrews Parker, left on December 31<sup>st</sup> for a new position at URS/EG&G defense contractors. Deb Lee left her position on the NSCHSC board and as Farmington Emergency Management Director. And finally, Jason Lamontagne left his position as New Durham Emergency Management Director. We would like to thank all of them for their many years of service and dedication to strengthening the public health and preparedness of the region. We wish them all the best in their future endeavors!

NSCHSC looks forward to our continued partnership with the Rochester and the region on public health initiatives during 2009. We welcome feedback and increased participation in programs for the city and region. For more information, please contact the organization at:

NSCHSC  
PO Box 564  
Rochester, NH 03867  
Phone: 335-0168  
Email [kgray@nschsc.org](mailto:kgray@nschsc.org)

Submitted by:

Karen Gray, RN  
Executive Director

**REPORT OF THE LEGAL DEPARTMENT**  
**2007-2008**

The following is a report of the activities of the office of the City Attorney for the year beginning July 1, 2007 and ending on June 30, 2008:

During the fiscal year 2006-2007, the following cases involving the City of Rochester were concluded:

1. New England Telephone and Telegraph Company v. City of Rochester / Docket #96-E-0160;
2. Public Service Company of New Hampshire v. City of Rochester and City of Rochester v. Commissioner of Transportation, et als / Docket #96-E-0165;
3. Verizon New England, Inc. v. City of Rochester / Docket #03-E-0164 and #04-E-0168;
4. Verizon New England, Inc. f/k/a Bell Atlantic f/k/a New England Telephone and Telegraph Company v. City of Rochester / Docket #97-E-0123; #98-E-0135; #99-E-0148; #00-E-0185; #01-E-0155; and #02-E-162;
5. Verizon New England, Inc. v. City of Rochester / Strafford Docket #05-E-0209;
6. Verizon New England, Inc. v. City of Rochester / Strafford Docket #06-E-0152;
7. Schiavi v. City of Rochester / Docket #04-E-0137;
8. Kerry Fogarty v. City of Rochester and Rochester ZBA/Strafford Docket #08-E-0007

In addition to the above cases, as of June 30, 2008, the following actions involving the City of Rochester were pending in various New Hampshire and Federal Courts:

1. City of Rochester v. James Corpener and George Blaisdell / Strafford Docket #04-E-0032; N.H. Supreme Court Docket #2005-0389 and #2005-0638;
2. City of Rochester v. Rennelda Trust, George Blaisdell and Clay Phalen/Strafford Docket # 08-E-0117;

3. Kerry Fogarty v. City of Rochester and Rochester ZBA/Strafford Docket # 08-E-0248.

It should be noted that the above listing of cases does not include various bankruptcy proceedings pending in various U.S. District Courts across the United States in which the City of Rochester has filed proofs of claims and/or other pleadings with regard to the City's various interests in such bankruptcy estates, workers compensation proceedings, and various litigation in which the City is, or was, represented by counsel provided through the City's various liability carriers.

The office of the City Attorney also provided representation to the City in numerous matters before the New Hampshire courts with respect to cases in which the City was a party, as well as before various administrative agencies when necessary. In addition, the City Attorney attended Council meetings, as well as meetings of Council committees and other City boards and commissions upon request. Legal opinions and advice were provided to the City Manager, Mayor, City Council, Department Heads and various boards and commissions of the City upon request. Legal instruments, including deeds, leases, contracts, ordinances, and amendments to ordinances, resolutions and other similar documents were drafted and reviewed as required during the year and representation of the City was provided with regard to the acquisition and disposition of real estate.

Respectfully submitted,

Danford J. Wensley  
City Solicitor

**REPORT OF MUNICIPAL INFORMATION SYSTEMS**  
**2007 - 2008**

## **COMPUTERS AND NETWORKING**

MIS continued support of City operations in FY08. MIS support includes the Local Area Networks (LAN), Wide Area Networks (WAN) and the Institutional Network (I-NET) with all types of user administration, data maintenance and backup, virus prevention, network and personal computer (PC) hardware repairs, upgrades and maintenance, software installation, training and research and development of computer aided procedures.

The primary responsibility for voice communications and City telephone systems is under Information Systems. This includes all related hardware, software, cabling, configuration and being the contact with communications vendors.

MIS does much of the management for the Business System including hardware support, user administration, software upgrades and patches from the vendor. During FY08 review of additional government financial systems was done.

In FY08 MIS was helped with the planning, specifications and installations for modernization of the Emergency Operations Center (EOC). The EOC is based in the Central Fire Station and MIS coordinated equipment, communications methods and access to electronic information.

At the Wastewater Treatment Facility, installations continued with a computerized system that connects sewer pump stations back to the facility for monitoring and automated alarms. The existing Franchise Agreement provided the way for connecting to sewer pump stations. In FY08 the Franchise Agreement Committee continued working towards a new agreement.

In FY08 MIS capital projects included new and upgrades to servers, network operating systems and other network devices. MIS also continued the Hardware Replacement Program for PC's, printers, UPS's and multifunction copier / printers.

I-NET maintenance and configuration continued with a combined effort of City and School. This includes a commonly used firewall for security and content filtering and shared access to the Business System. The City of Rochester, NH has its web site at <http://www.rochesternh.net>.

There were improvements to the Rochester Government Channel (Channel 26 on Metrocast Cablevision) in FY08. Those improvements included purchasing an Apple Edit System, adding a fourth camera in the City Council Chambers, purchasing a digital camcorder for off-site filming and replacing existing components that failed.

## **MAPPING AND GEOGRAPHIC INFORMATION SYSTEMS**

In FY08 MIS continued to produce full size tax map prints for departments and the Strafford County Registry of Deeds. MIS also generates tax maps and other maps for the City web site in a commonly used format. The electronic tax and topographic maps of the City are used for both public and private projects. In FY08 MIS continued to update and publish the City Zoning Maps, Wards Map and produce other maps for specific projects as needed.

The majority of electronic mapping data is also used for GIS viewing and analysis. One of the primary GIS coverages is the road centerlines which is kept current by MIS with new streets, renamed streets and renumbered streets both public and private. The roads coverage is incorporated into the Police Department specific program. Parcels and structures coverages are updated on a yearly basis to match with current Assessing information.

In FY08 a Global Positioning Systems (GPS) project was completed which included setting base lines (pairs of monuments with a sight line between) consisting of 49 new monuments, precisely locating all new and good older GPS monuments and updating documentation. This information has been made available on the City website.

## **E-911 COMMITTEE**

MIS participates on the E-911 Committee with coordination of most mapping and data needs. MIS was also the primary contact with Verizon E-911 for address / telephone number discrepancies in Rochester, the Master Street Addressing Guide (MSAG) updates, verification of all City of Rochester owned telephone lines and for Routine Address Changes. In FY08 the State of NH 9-1-1 took over from Verizon with all updates and changes.

In FY08 the E-911 Committee continued the process of reviewing problem areas, changing or adjusting street numbers administratively as allowed by City Ordinance and recommending street name related changes to the City Council. The E-911 Committee is also responsible for reviewing all new projects relative to street naming and numbering. In FY08 many new streets were created both those to remain privately owned and those dedicated to become public streets.

Firefighters with the Jaws of Life at an Accident



The E-911 Committee coordinates street names and numbers for many private roads. When access to multiple homes or parcels is over privately owned property, the owners can simply agree to follow the City adopted system and no Public Hearing is required. In FY08 private roadways with approved street names included Wilcox Drive, Kiernam Avenue, Joseph Drive, Bigos Court and Cecile Court.

**REPORT OF THE ROCHESTER PUBLIC LIBRARY**  
**2007-2008**

While G'day for Reading was the Australia-oriented theme of Rochester Public Library's Summer Reading Program for children and teens this fiscal year, it was, in fact, a good 366 leap-year days for reading in Rochester. The number of items our Library loaned to our residents reached another new record in FY 2008: 260,576 books and other items borrowed during those twelve months.

This new circulation record is the latest in a long series of consecutive, ever higher, record setting circulation totals for our Library, reaching back into the 1990s. The reading habits of our residents continue to flourish in this era of technology.

Besides print versions of books, though, there are other attractive options available. Increasingly popular is the accessing of many fiction and nonfiction books by listening to them on compact disc, called Books On CD, or downloading them to a personal MP3 player. Our Library's web site ([www.rpl.lib.nh.us](http://www.rpl.lib.nh.us)) is now the conduit for our residents to find, and listen to, thousands of downloadable books. All that's needed is a Rochester Public Library card. For people on the go, commuting in their vehicles or busy at home, this alternative is a great option.

This year was one in which many new and varied programs for adults were presented, in addition to the numerous programs offered for children. These are only a few examples:

July started with a well-attended travel series that featured Hiking in the White Mountains, and also exploring the western destinations of the Canadian Rockies and Lake Powell.

In September, a highly successful inaugural Knit-a-Thon to jump-start a Library Knitting For Charity effort took place, to provide sweaters, hats, and other clothing items for the homeless. By the end of November, volunteers had produced over 450 knitted items for donation to needy families.

Also during September, poems submitted by residents to accompany special Images of Rochester photographs from the Library's Silver Anniversary Photography Show were displayed within the Library, alongside photographs that inspired the poems.

The Library's October Book Sale attracted many buyers and generated more than \$1,700 for the purchase of new books. Held each year in the Library's Community Room, members of the Friends of the Library and Library Trustees volunteer their time to help staff the sales table.

October also saw a continuation of the Library's science fiction book discussion series, funded by a grant to the Library from the New Hampshire Humanities Council.

Meanwhile, for middle school age students, members of the always interesting and fun Opinionated Readers Group gathered with librarians Marie Lejeune and Peggy Trout at monthly meetings to passionately discuss the latest nominations for the Great Stone Face Book Award.

The holiday season again brought the Library's very popular Wreath Making Workshop to our residents, held in the Library's Community Room in November, with volunteer assistance on hand courtesy of Studley's Florist and Garden Center.

To highlight and promote the many Library activities geared to children, Children's Librarian Marie Lejeune appeared as a guest on a Rochester Government Channel program in February. Marie also continued to serve during the year as president of the New Hampshire statewide children's librarians group called CHILIS.

In May, students also visited the Library for the 7<sup>th</sup> Annual Civil War Day, held on the Library's grounds, for educational talks and demonstrations about that era.

The Library's 26<sup>th</sup> Annual Photography Show in May and June featured 178 photographs by gifted local residents. Also in May, the City's newly appointed Poet Laureate, Andrew Periale, presented a program at the Library, reading from his compositions and sharing the stage with other local poets.

In June, the annual Children's Summer Reading Program began, featuring a fun series of events and activities to encourage year-round reading. This year's theme, G'day for Reading, attracted a record setting 554 children. A similar Young Adult Summer Reading program resulted in 193 reading logs being submitted by teens.

This year also saw the initiation of a brand new Adult Summer Reading Program. Nearly 100 individual reviews of recently read books were submitted by participating adults for posting within the Library.

While reading retained its popularity among our residents, use of the Library's technology tools continued to grow. Even the Adult Summer Reading Program guidelines encouraged that reviews be submitted using a review form found on the Library's web site.

While the number of visitors to the Library building during the year plateaued at around the 170,000 number, the number of virtual visitors, i.e. to the Library's web site and the resources found there, reached 87,841 – even after adjusting to eliminate multiple uses within the same web site visit. This alternative way of accessing the Library's resources from home proved invaluable during the frequently difficult winter weather conditions, with heavy snow, experienced during the year.

The number of Library cardholders also reached a new record high of 24,416 individuals by June. To provide these Library patrons with new and current books and

other items, Library staff members selected, ordered, processed, and added 6,396 titles to the Library's collection during the year.

All of the mentioned library successes and other countless day-to-day successes wouldn't be possible without a dedicated and talented staff. Rochester Public Library is fortunate to have dedicated individuals who make good things happen for our library patrons and for the City of Rochester.

Respectfully Submitted,  
John Fuchs  
Library Director



Rochester Public Library at Sunrise

**ROCHESTER PUBLIC LIBRARY  
2007-2008**

**LIBRARY COLLECTION**

Library Collection 7/1/07	95,305 (adjusted)
Additions	6,396
Discards	1,863
Library Collection 6/30/08	99,838

**LIBRARY SERVICES**

Public Service Hours	2,966
Library Cardholders	24,416
Total Items Circulated	260,576
Reference Questions	33,956
Programs Presented	314
Program Attendance	5,531
Library Visitors	167,569
Library Virtual Visits	87,841

**ROCHESTER PUBLIC LIBRARY  
FISCAL YEAR 2008**

**INCOME**

City of Rochester Operating Budget	\$ 985,447
Trust Fund	\$ 7,749
Fines, Gifts, Book Sale	\$ 32,034
Revenue For City General Fund	\$ 15,673
City Retirement Fund Adjustment	\$ 0
 Total Income	 \$1,040,903
Trust Fund Balance 7/1/07	\$ 21,459
Special Fund Balance 7/1/07	\$ 3,870
 -----	 \$1,066,232

**ROCHESTER PUBLIC LIBRARY**  
**2007- 2008**

**EXPENDITURES**

Personnel Compensation	\$ 596,374
Benefits	\$ 163,222
Insurance	\$ 8,800
Staff Development/Travel	\$ 5,020
Supplies	\$ 15,143
Library Materials, City Fund	\$ 76,335
Library Materials, Special Fund	\$ 31,115
Library Materials, Trust Fund	\$ 1,137
Software Maintenance	\$ 2,350
Equipment	\$ 415
Equipment Maintenance	\$ 18,435
Electronic Services	\$ 8,250
Utilities	\$ 37,993
Postage	\$ 3,601
Dues	\$ 930
Programming	\$ 3,257
Legal	\$ 13,386
Miscellaneous, Special Fund	\$ 0
Miscellaneous, Trust Fund	\$ 503
Transfer To City General Fund	\$ 15,673
 Total Expenditures	\$1,001,939
 Operating Budget Balance 6/30/08	\$ 31,936
Trust Fund Balance 6/30/08	\$ 27,568
Special Fund Balance 6/30/08	\$ 4,789
 -----	
	\$1,066,232

**REPORT OF THE PLANNING AND DEVELOPMENT DEPARTMENT  
2007-2008**

**COMMUNITY DEVELOPMENT DIVISION**

The City of Rochester is one of only five designated entitlement communities in New Hampshire to receive Community Development Block Grant (CDBG) funds directly from the federal Department of Housing and Urban Development (HUD). These funds are applied towards housing and community investment projects that directly benefit Rochester residents whose income falls below 80% of the regional median (\$70,900 in 2007).

The City received \$313,293 for allocation during the 2008 fiscal year. This was the third year of the 2005-2010 Community Development Consolidated Plan. Current and previously allocated funds provided the resource for \$482,870 in community development investments.

**HOUSING**

\$96,934 was used to complete handicap accessibility and health and safety improvements on 10 housing units under the Community Development Mobile Home Assistance Program. 21 households at 50% of the area median income or below were assisted directly with improvements under the Weatherization Program. CDBG funds comprised \$19,037 of the assistance leveraging New Hampshire State Department of Energy grants as well as utility company grant assistance of \$12,057. Items specifically addressed include insulation, carbon monoxide testing, moisture assessments and the removal or correction of health and safety hazards in order to improve the general living condition of these residents.

**ECONOMIC DEVELOPMENT**

The Job Opportunity Benefit (JOB) Loan Program - is a program designed to lend money to businesses that hire and employ people of low/moderate income. This loan is generally used in conjunction with traditional bank financing to expand a business with a specific requirement that the assisted business create new jobs.

The City currently has 10 loans as of June 2008 outstanding under the JOB program:

	Original Loan	FTE Jobs to be created
Bee's Day Care	\$31,760	4
Fiesta Candy	\$50,000	8
First Star Manufacturing	\$35,000	4
Nantucket Beadboard	\$50,000	3
Slim's TexMex	\$50,000	2
Specialty Textile	\$50,000	2
Thai Cuisine	\$75,000	7
Granite Steak	\$60,000	25
Distinctive Forest	\$30,000	2
Big Heads/Bitter Creek LLC	\$70,000	6
<b>Total loans since May 2002:</b>	<b>\$501,760</b>	<b>Total Jobs:</b>
		<b>63</b>

The Small Business Development Center is a Micro Enterprise Assistance Program to provide direct counseling and advisory workshops for local small business owners. Subsidized by a grant of \$7,000 low/moderate income micro-enterprise owners were directly counseled and assisted with their business plans or attended one of the many workshops offered throughout the year.

## PUBLIC SERVICE

### Financial Summary of the Program Reporting Year-by Activity

Agency/Project	FY 07-08 Investment	FY 07-08 People Assisted
Community Partners	\$7,000	7
Crossroads House	\$3,000	63
HCSC Overflow Shelter	\$7,900	43
My Friend's Place	\$7,000	27
SHARE Fund	\$6,093	82
Girls, Inc.	\$4,000	74
Dover Adult Learning Center	\$4,500	292
HUB Family Resource Center	\$4,500	256
Project Pride	\$3,000	26
	<b>\$46,993</b>	

## PUBLIC FACILITIES AND INFRASTRUCTURE IMPROVEMENTS

### Community Center Rehabilitation

This is the next phase of a multi year project to renovate this vital community resource. This activity continues the momentum of improvements to the Community Center located off of Wakefield St/Rte 125 in the heart of the city. The facility,

originally built as a high school, became a mixed-use facility in the early 1990's, with a focus on non-profit commercial office space. Today, the main tenant base is human service agencies, including New Hampshire Health and Human Services, where they provide direct services to families and to the elderly. To best serve the needs of the clientele, including the disabled, families, and the elderly, the building requires these critical updates to modernize and revamp the facility. This year we saw a number of completed projects including: the completion of the construction of the elevator on the east end of the building; renovations to the old kitchen to provide expanded space to the food pantry operated by the SHARE fund; replacement of floor and ceiling tiles in the community room; safety code improvements to the gym bleachers.

### **Rochester Child Care Center**

As the largest non-profit childcare center in the city, the center serves a significant share of moderate and low-income working families. Without the support of well managed, quality childcare, maintaining employment would become untenable for these households. The grant provided funding for floor covering for seven classrooms (5,439 square feet) where the current tiles are chipping and lifting up. Providing grant assistance for capital improvement projects such as this reduces the burden that would otherwise be put on the families through tuition increases in order to pay for these costly and necessary repairs. 408 children utilize programming the Rochester Child Care Center provides.

### **River St. Park**

This is a pocket park under development at the eastern edge of the Lafayette/Pine/Maple Street neighborhood. This area contains the most dramatic statistics in regards to poverty, household density, age of housing stock, female single parent households, lowest homeownership rate, highest "free and reduced lunch" program participants and other key indicators of instability and risk factors for other significant problems. The City has made important investments in the past decade in the infrastructure in this area. This new project continues this commitment by achieving our objective to make greater connections from this neighborhood to the adjacent downtown area. The Riverwalk project is a multistage City initiative to link the Cocheco River with downtown and the areas that border the river, including this neighborhood. The development of a pocket park alongside the river on the neighborhood side of the bridge will serve as a physical and visual gateway and provides an exciting opportunity to reduce isolation of this neighborhood and strengthen its connections to our increasingly vibrant downtown area. Project design got underway this year and further developments will be reported in FY 08-09.

### **PLANNING DIVISION**

#### **MISSION**

It is the mission of the Planning Division to coordinate the physical development of Rochester pursuant to the goals of promoting orderly growth, fostering efficient use of infrastructure, maintaining property values, enhancing the business climate, preserving natural and cultural resources, encouraging beauty in the built environment, and creating

a special "sense of place" for present and future residents, landowners, businesses, and industries.

The major responsibilities of the Planning Division include:

- Policy development
- Drafting of ordinances and regulations
- Overseeing the zoning ordinance and processing applications for variances, special exceptions, and amendments
- Reviewing and processing applications for subdivisions and site plan review
- Strategic planning
- Master Planning
- Transportation planning
- Infrastructure planning
- Developing ordinances for the protection of natural and cultural resources
- Coordinating the E911 addressing system
- Coordination of, and service to, land use boards: Planning Board, Zoning Board of Adjustment, Conservation Commission, and Historic District Commission
- To acquire proper surety to insure the development is built in accordance with City standards and the approved plan.

## **OUR APPROACH**

This was a typically busy year for the Planning Division. The Planning Board, Historic District Commission, Zoning Board of Adjustment, Conservation Commission, and staff reviewed a great number of projects.

Most applications were approved with conditions. We work very hard with applicants to see if there is an approach or design that serves the objectives of the applicant while being consistent with the public interest and meeting legitimate concerns of abutters. Happily, we find most applicants are willing and able to modify projects as appropriate.

Projects reviewed by the Planning Board can impact the City in many different ways. There are the very visible impacts of traffic and drainage on our existing infrastructure and the less obvious, but certainly no less important, impacts on our overall quality of life.

The Planning Board and Planning Department seek to carefully consider the "softer" elements of a project as well as the harder elements like traffic, utilities, and drainage. In our professional opinion, the difference between a "*subdivision*" which meets a variety of technical requirements and a "*neighborhood*" that adds value to our community is these softer elements. Those items include the following (many of which also contribute to turning commercial strip development into a "main street", "village center", or "downtown"):

- attractive streetscape
- walk-ability: sidewalks and footpaths, when and where appropriate
- setting aside some high quality natural open space
- appropriate recreational facilities, passive or active
- great landscaping
- carefully considered street furniture (benches, picnic tables, attractive fencing)
- some attractive shared space
- handsome street trees
- quality architecture (our ability to influence house design in subdivisions is limited)
- high quality infrastructure and use of good materials (such as granite curbing, where appropriate)
- a good layout of houses and buildings
- a sense of order in the development
- relatively narrow streets to calm traffic, reduce pavement, maintain a human scale, and create a pleasing sense of enclosure

## **SELECTED PROJECTS**

The Planning Board approved the following selected projects.

### **Homemakers PUD**

The Homemakers received an extension on their timeframe to commence work on their Planned Unit Development. The 150-acre PUD was approved June 2, 2003. Despite significant efforts over the years to find an appropriate partner, under the able leadership of Beth Fischer, the Homemakers were not able to commence development. The organization is speaking with several developers now and hopes to be able to put together a strong site plan or subdivision plan in the near future. The board granted a three-year extension to 2010 for them to obtain approvals and substantially commence work on the site.

### **Vanderzanden Conservation Easement**

A two-lot subdivision Andre & Edwinna Vanderzanden, of Salmon Falls. The Vanderzandens created a conservation easement on their 114 acre lot in 1999. The easement protected just under 79 acres of their lot and identified three areas that could still be developed in a limited fashion. They carved out one 6.21-acre lot, fronting on Haven Hill Road – which also has restrictions – to be sold.

### **Sherby Auto Body**

A 3,000 square foot expansion for Sherby, Inc., 32 Calef Highway. This is an expansion of an auto body shop situated adjacent to the Isinglass River. It is certainly not ideal to have an automobile intensive use located next to this pristine river but the use is allowed under the present Business 2 zoning; the project called for extra careful review on the part of the Board to ensure there would be no adverse impacts upon the river.

The current project and new designs incorporate a long, grassy swale to collect and treat runoff, several catch basins with filters for trapping sediment and debris, a rip rap (i.e. stone lined) basin at the outlet of the main pipe to reduce erosion, and directing runoff into a detention basin, then a wetland buffer area prior to it entering a stream which runs to the river. All projects located within a quarter mile of the river are reviewed by the Isinglass River Local Advisory Committee to make recommendations to the Planning Board for ways to protect the river quality.

#### **Milton Road Gas Station**

Renovation of the gas station and conversion of the existing building to a convenience store at 83 Milton Road. This was somewhat challenging as the site is now being actively monitored by the New Hampshire Department of Environmental Services through its groundwater management program due to leakage from an earlier gas station. Nasir Mian, who impressed the staff with his knowledge and experience in dealing with difficult sites like this, is purchasing the property. Mr. Mian owns a gas station in Massachusetts and is building two new ones in Keene, NH.

NHDES is monitoring the site and will determine what, if any, remediation is needed. There are at least six groundwater-monitoring wells in place, some on site and some in the right of way. The gas station is now in compliance with state requirements except for the pumps that the applicant is replacing to bring into compliance. According to Mr. Mian the leakage occurred through the pumps and not the tanks. The underground tanks are double walled and are in compliance. Fortunately, Tom Willis, who reviewed the application, worked with underground storage tanks for DES prior to his present job, and is very familiar with the state's process for dealing with contaminated soils.

#### **Kel-Mar Subdivision**

A 17-lot subdivision for Kel-Mar LLC located near the intersection of Cross & Betts Roads. It was designed by Berry Surveying & Engineering. This was a challenging project due to the steep grade of the property. The project went through a number of iterations to respond to the site and an elaborate drainage plan was developed. Chris Berry, Dave Berry's grandson, is a surveyor in training and relatively new to the business. He demonstrated patience, skill, and surprising sophistication in shepherding this complex project through the design and review process. This should be a high quality subdivision.

#### **Salvelinus Subdivision**

A 6-lot subdivision for Salvelinus, Inc. situated at 249 Blackwater Road and designed by Norway Plains Associates. This project was sensitive due to its location on a residual parcel adjacent to the existing Kipling Rock subdivision

#### **Taylor Subdivision**

A 17-lot subdivision for Arthur Taylor, Jr. located off Eastern Avenue and designed by Norway Plains Associates. This parcel is fairly flat and there was the potential for storm water impacts upon neighboring properties. The Public Works

Department and CLD Consulting Engineers worked closely with Norway Plains to ensure that drainage is carefully managed.

### **Spruce Street Subdivision**

A two-lot subdivision for Robert Diberto at 14 Spruce Street, a 35,700 square foot (.82 acre) lot at the end of the street. It will likely be developed with two duplexes. The site was an oil and coal storage facility that was abandoned in the mid 1990's.

While the Planning Board and Planning Department have seen a reduction in the number of new applications, this application is a good example of how even relatively small projects can place a disproportionate demand on staff time as developers propose unusual and complicated development projects in this challenging market. Several different plans have been presented over the years to redevelop the site, including a four-lot subdivision and a multifamily development. The challenge was to create a plan that would not overwhelm the site but still offer sufficient development to cover the costs for reclamation.

This is a difficult property given the remnants of its industrial past – layers of coal, concrete foundations and piers, asphalt pavement, granite slabs, earthen berms, wood debris, old fencing, strewn trash – and the presence of a degraded Willow Brook, a flood plain, and wetlands.

The developer agreed to complete the following items prior to the issuance of a certificate of occupancy for either new lot.

- a) clean up and removal of garbage and refuse on site
- b) removal of metal poles, old utility poles, above ground railroad ties and landscaping timbers, and chain link fencing
- c) removal of the freestanding two concrete block walls
- d) removal of loose and stockpiled charcoal
- e) removal of asphalt floor adjacent to granite walls
- f) removal of berms and debris situated at the rear (northerly) side of (and perpendicular to) the granite walls in order to allow for flood waters to wash freely between the granite walls
- g) removal of, or stabilization of, a number of unstable granite blocks
- h) installation of the water line, fire hydrant, and pavement within Spruce Street

The pink granite block walls are quite beautiful and would be expensive to remove but they may have marketable value. The blocks may remain or be removed at the option of the developer.

A site plan for each lot had to be submitted to and approved by the Public Works and Planning Departments prior to issuance of a building permit. The plan had to be checked for stability of the lot, safety, proper grading, and conformity with the intent of the approval. Installation of fencing along steep slopes may be required.

The approved plan calls for installation of a new 6-inch water line (to replace a 2 inch galvanized steel pipe) and a fire hydrant, as well as an easement on one of the lots for turnarounds for City trucks and other vehicles.

#### **Albany International Techniweave Site Plan**

A site plan to add 65 spaces to parking lot. This expansion was planned for in 1999. Albany has expanded its workforce recently. We are very pleased that the company continues to thrive in this challenging economy. The parking lot, which is in proximity to Skyhaven, will be illuminated, and the low, shielded lights have been approved by NHDOT.

#### **Rochester Toyota / Dodge Expansion**

A site plan for a 5,125 square foot addition and renovations to the current automobile sales and service facility. Rochester Toyota/Dodge will present a dramatic new face to Route 11. Stewart Associates Architects of Laconia designed the handsome glass façade. The site will now tie into City water and sewer, as well.

#### **Rochester Truck Sales**

A site plan for a storage and display area. Rochester Truck is one of the region's largest dealers of Hino Trucks. This significant display area will not be manned, but rather customers will come to the main site on the westerly side of Route 125 for assistance. The site will be gated and illuminated in the evening.

#### **Salmon Falls Subdivision**

A 46-lot subdivision for Steve Miller on Salmon Falls Road. This subdivision is adjacent to the Pray development and will likely be similar in character. Given the quality and success of the Pray subdivision the board did not require sidewalks or closed drainage on site.

The board explored requiring sidewalks on Salmon Falls Road from the project to Portland Street but concluded that topographic constraints and the disproportionate cost of those sidewalks was not merited. The developer, however, will be required to make substantial drainage improvements to Salmon Falls Road near the project.

Steve Miller is a highly respected builder in Rochester so we expect the Great Woods Development to be quite attractive. There will be a cul-de-sac on one side and a loop on the other, with significant open space at the rear. All lots will take access from the new interior roads and not from Salmon Falls Road.

The board initially required a road connection to the Pray Subdivision. We always encourage connection between adjoining developments for several reasons: people will not need to drive to the main road to visit neighbors, it links the neighborhoods and fosters community, plow trucks can operate in one large sweep, and emergency vehicles have several access points. However, there was a large petition from residents in the Pray Subdivision opposing the street connection. This is a common reaction, as residents of established developments often fear increased traffic. The board

removed the requirement for a street connection but did stipulate that a sidewalk connect the two. This will still offer a benefit for residents of both subdivisions.

## SELECTED ACTIVITIES

### Site Plan and Subdivision Amendments

The Planning Board adopted a number of amendments to the Site Plan and Subdivision Regulations at its March 24 meeting. Highlights include the following new subdivision provisions:

“The Planning Board may make reasonable adjustments in technical provisions herein (such as the size or material of a pipe) based upon all of the following: a) the affirmative recommendation of the City Engineer or Director of Public Works; b) a finding that the alternative approach is comparable or superior to the existing provision; and c) a finding that the existing provision may not be consistent with updated City policy or that current engineering practice and technologies support the change.”

“Creation of excessively long and narrow lots is discouraged. At its reasonable discretion, the Planning Board may prohibit the creation of lots where the average depth is more than three times the average width.” [Changed from average dept twice average width]

“Cul-de-sacs shall not exceed 1,200 feet in length. Where reasonable opportunities exist, the Planning Board may stipulate that new roads be looped and/or additional connections be made to other existing roads.” [Changed from maximum length of 600 feet]

“The design of storm drainage shall be based upon the 25 year, 10 year, and 2 year storm events.” [Expanded from only 25 year storm]

“The developer is responsible for the maintenance of the street at all times until it is accepted by the City of Rochester. During the construction process, access into the site for fire apparatus and/or other emergency vehicles must be maintained at all times and reasonable access shall be provided for lot owners and their contractors, if necessary. Once any certificate of occupancy has been issued, the developer must provide appropriate maintenance including snow plowing services in order to allow safe passage for residents, emergency vehicles, and service vehicles, until acceptance by the City. The City of Rochester may use any surety attached to such project to provide the necessary street maintenance until the street has been accepted by the City, if the developer fails to provide such maintenance, as determined by the City. In such circumstances, the developer shall be required to provide additional surety to insure completion of the project as approved.”

“It is not necessary that the applicant identify stopping sight distances for each proposed lot which will take access from a new minor street provided that the street is

configured with appropriate horizontal and vertical curvatures to provide appropriate sight distance along its length. However, stopping sight distances shall be provided for every lot which: a) will take access from an existing road; b) will take access from a new minor collector within the subdivision; or c) fronts an intersection or a significant bend, curve, or rise in the street.”

Myriad other changes involved road width, right of way width, open and closed drainage, placement of sidewalks, curbing, planting strips, road alignment, road grade and other matters.

### **Planning Board Retreats**

The Planning Board has been holding “retreats” periodically to address issues that it has not had time to discuss in other meetings. The Board has one regular meeting and one workshop each month, usually on the first and third Mondays, respectively. Theoretically, the purpose of the workshops is to discuss broader planning issues. In reality, the basic workload of project reviews is so sizable that much of the workshop is devoted to that. Thus, the retreats have been useful for discussing both substantive policy issues and process issues.

### **Growth Management Seminar**

Michael Behrendt co-taught a full day seminar on May 30 through the UNH Professional Development Program on Growth Management Techniques. He taught this with Ross Moldoff, Salem Planning Director. The course covered smart growth, timing of development, conservation subdivisions, PUD's, architectural review, historic districts, impact fees, managing strip development, traffic management, and other topics.

### **Downtown Redevelopment Seminar**

Michael attended a seminar sponsored by the Community Development Finance Authority on “Adaptive Reuse of Vacant Properties in Downtown”. This was useful for better understanding the nature of vacant properties in Rochester’s downtown as well as in other locations. Karen Pollard, Chip Noon, and other members of Rochester’s Main Street program also attended.

There are several criteria to look at when calling a property vacant or abandoned: the building is empty, the building needs significant repairs, the building is blighted, the owner has stopped paying property taxes, and/or the owner is simply unresponsive to the community. A building may become abandoned due to: a) financial/market problems (poor market or local economy, too much debt or too little cash flow, not enough value to support necessary renovations); b) problems inherent in the property (historical use is obsolete, layout is inadequate, environmental problems); or c) ownership problems (owner is a poor manager, owner has unreasonable expectations, owner is holding the building for speculation, property is tied up with legal or family issues). Of course, some of these obstacles are beyond the ability of municipal officials to deal with but it is certainly useful to at least understand why the building is under-performing.

Nonetheless, there are various potential tools for working with receptive property owners for buildings that are in trouble or for those that are vacant. Potential “carrots” from local or state governments or utilities include allowing for some type of expedited reviews, reducing fees, providing for shared parking, grants, loans, loan subsidies, low cost utilities, tax increment financing, and the program now being considered by the Council – RSA 79E allowing for holding assessments at the current level. Other programs include LCHIP funds, community development funds for blighted areas, the state investment tax credit program, the EPA Brownfield program, and transportation enhancement money.

Potential “sticks” include implementation or the threat of enforcement of codes, a minimum property maintenance ordinance, tax foreclosure, demolition by neglect (a provision that is part of some historic district ordinances), and a registration requirement (an annual fee must be paid for vacant properties, used in a number of states). The most important thing that municipal officials and Main Street members can do is to engage the property owner in an active discussion.

*Planning Board applications (07-08)*

	Total	Approved	Denied	Total Lots	Withdrawn
Subdivisions	19	19		129	0
Lot Line Revisions	4	4			
Site Plans	12	10	1		1
<b>TOTAL</b>	<b>34</b>	<b>33</b>	<b>1</b>	<b>129</b>	<b>1</b>

	Total	Allowed without further review	Sent to PB	Withdrawn
Minor Site Plan	12	10	2	
Special Downtown	6	5	1	
Family Day Care	0	0		
Home Occupation	6	6		
<b>TOTAL</b>	<b>21</b>	<b>21</b>	<b>3</b>	<b>0</b>

*Zoning Board of Adjustment applications (06-07)*

	Total	Approved	Denied	Withdrawn
Variances	44	30	11	3
Special Exceptions	4	4	0	0
Equitable Waiver	1	1	0	0
Administrative Appeals	0	0	0	0
Request for Rehearing	2	0	2	0
<b>TOTAL</b>	<b>51</b>	<b>35</b>	<b>13</b>	<b>3</b>

## Historic District Commission

The Historic District Commission (HDC) has been busy working on possible changes to the historic district ordinance and the boundaries of the district, refining its rules of operation, and drafting a brochure. The HDC issued nine certificates of occupancy over the year for projects in the downtown area.

The purpose of the Rochester Historic District is to promote the general welfare of the community by:

- (1) Safeguarding the cultural, social, political, and economic heritage of the City;
- (2) Fostering the preservation, restoration, and rehabilitation of structures and places of historic, architectural, and community value;
- (3) Fostering civic pride in the beauty and noble accomplishments of the past;
- (4) Furthering the attractiveness of the City of Rochester to homebuyers, tourists, visitors, and shoppers, thereby providing economic benefit to the City;
- (5) Conserving and improving the value of property in the District; and
- (6) Enhancing opportunities, where applicable, for financial benefits for owners of historic properties through grants, low interest loans, tax credits, and other tax benefits.

Approval from the Historic District Commission is required for any activity affecting the exterior architectural appearance of a building within the District that would be visible from a public way. This includes the erection of new buildings; additions to existing buildings; alterations to existing buildings; demolition of existing buildings or portions of existing buildings; and relocation of any building into, out of, or within the District.

## **APPROVED PROJECTS**

The Historic District Commission approved the follow projects.

**Michael Negm, 13-17 Hanson Street.** Application for Certificate of Approval for new building. Steve McHenry, architect. Case # HDC-120-388-06

**Jamieson & Robert Duston, 61 Hanson Street.** Request for modifications to HDC approval to cover portions of the cornice in aluminum coil. Case #HDC-120-379-07

**Adam Porter, 44 North Main Street** (former Busy Bean Restaurant). Application for Certificate of Approval for storefront for new restaurant – The Chicken’s Roost. Gus Shunda, Shunda Signs, designer. Case #HDC-121-14-07

**Winsor Brook Property Advisors, One Wakefield Street.** Application for Certificate of Approval to enclose structure in parking lot behind main building for office use. Case #HDC-120-394-07.

**Bank of America, 66 South Main Street** (by Michael Holland, contractor). Application for Certificate of Approval to replace white brick exterior Case #HDC-120-337-07

**Pat Splaine and Peter Ejarque, 12-14 North Main Street.** Façade and cornice treatments. Case #HDC-120-10-07

**107 North Main Street (Jenny Wren Gallery).** Application from Jennifer Stimac (Paul LeBeau, Designer) to enlarge second floor apartment and add deck with carport at rear. Case #HDC-121-362-08

**Mary Melanie Belville, 50 North Main Street** (former Vathally's Building). Application for Certificate of Approval for awning for new restaurant – Mel Flanagan's Irish Pub and Café. Case #HDC-121-15-5-08

**One Wakefield Realty Trust, One Wakefield Street** (by Winsor Brook Property Advisors, Jason Garland). Application for Certificate of Approval to replace windows. Case #HDC-120-394-08

## **SELECTED ACTIVITIES**

### **Historic District Brochure**

The HDC developed a brochure to explain the process for obtaining a certificate of approval. This can be obtained in the Planning Department.

### **Proposed Amendments**

The Commission has developed a number of proposed amendments to the Historic District Ordinance, such as adding signage to the Commission's purview. The Historic District Commission continued its discussion of a proposed expansion of the Historic District. The Commission has deliberated whether to propose including a half dozen additional areas, situated near the present boundaries. The HDC plans to hold a public forum for residents in the current district and in proposed new areas to discuss proposed changes.

### **Guest Speaker**

The Historic District Commission was fortunate to have David Adams, a former member of the Portsmouth Historic District Commission visit and speak about his many years of work in Portsmouth. He is probably one of the most knowledgeable and experienced HDC members in the state. It was a very lively and educational discussion.

### **The Rochester Conservation Commission**

The Conservation Commission focus for July 2007 through June 2008 was as follows:

- 1) Educating and delegating certain functions to individual Commission members; and encouraging members to work together.
- 2) Reviewing site plans that will impact wetlands and buffers. It also received and investigated several complaints of wetland violations.
- 3) Keeping the City Council and Planning Board aware of its activities.
- 4) Completing a conservation easement on Matt and Karen Towne's property on Estes Road.
- 5) Developing a Natural Resources Chapter of the city's Master Plan.
- 6) The Commission worked closely with the planning department to take advantage of the professional expertise available which increased our efficiency and scope of operations. The commission is delighted and grateful for this assistance.

Respectfully Submitted,

Mark Toussaint  
Chair  
Rochester Conservation  
Commission

## **REPORT OF THE POLICE DEPARTMENT 2007-2008**

"THE PRIME MISSION OF THE ROCHESTER POLICE DEPARTMENT is the protection of life and property. This is accomplished through fair and equal enforcement, always keeping in mind the rights and dignity of the public. The basis of all Police Action is the law and credibility of the Agency. The measure of our service will be judged by the Public in the way we deliver our service. We will hold all personnel to a high level of ethical practices. This mission can be achieved through crime prevention, public relations and community policing."

### **Overview**

Rochester consists of an approximate area of 46 square miles, with an estimated population of 30,000+. Although very separate in their job functions, all of the members of the Police Department work together to produce a high level of service to the citizens. Our staff consists of sworn officers and a civilian support staff, including school crossing guards. We are also fortunate to have a dedicated volunteer support base. The Department maintains a Police Explorer Post. This nationally recognized division of the Boy Scouts of America "explores" law enforcement careers with young adults.

The City is divided into zones, on an east / west matrix through the center of the city for police coverage. Our Communications Center operates with enhanced 911 and is staffed 24 hours per day, by specially trained personnel. This combined center dispatches calls for service for police, fire and Frisbie Hospital ambulance.

A three-member-board of Police Commissioner's elected by the citizens, serves the City. This was an election year. Therefore in the first half of the year, the citizens were represented by Commissioners Barry Flanagan (Chair), as well as Gary Stenhouse and Paul Dumont. In the second half of the year, the citizens are represented by Lucien Levesque (Chair), and James F. McManus, Jr., and Al Bemis.

### **Personnel**

The following personnel were hired to fill open vacancies during this reporting period: Lt. Christopher Somma, Officer Molly Aubuchon, Officer Randy Smith, Officer Justin Seckendorf, Jason Cole as Communications Supervisor, and Neil Bailey as dispatcher.

For the first time in more than a decade, the Department has embraced a part time program in the sworn ranks. Hired to fill part time positions were Officer Anthony

Macaione and Officer Jeffrey Taylor. These officers are fully trained and are held to the same standards as a full time officer through Police Standards and Training.

The following personnel resigned or retired during this reporting period: Lt. Joseph Fricano, Lt. Christopher Somma, Sgt. Eric Dugas, Communications Supervisor Martha Swats, and from full time service Off. Anthony Macaione and Lt. Jeffrey Taylor.

Recognition was given to the following members:

Promotions: Gary Boudreau and Eric Babine to Sergeant, Anthony Triano to Lieutenant.

Twenty-year Plaques: Capt. Paul Callaghan, Officer Donovan Funk, Sgt. Gary Turgeon, Deputy Chief Michael Allen

Military Service Bar: Officer Randy Smith, Officer Justin Seckendorf

Jaycees Annual Awards: Specialist Andrew Neal was chosen as Dispatcher of the Year and Officer Donovan Funk was chosen as Police Officer of the Year.

Chief Theodore Blair Memorial Award: The 6th Annual was presented to Officer Michael Miehle.

Commendation Letter and Certificate: Off. James Murphy for his work during a reported robbery call.

Distinguished Unit Action Award: This award is issued to Officers and members for outstanding service, which resulted from teamwork as a unit rather than an individual effort. Recognized are:

• *Speedee Oil burglary in progress*. Officers were dispatched to a burglary in progress call. They completed initial and follow up investigation that led to the arrest of persons involved. Members to be recognized include: Officer Jeremiah Murphy, Officer Brenden Bentz, Officer Michael Miehle, Sergeant Gary Boudreau, and Specialist Michael Beaudoin and Specialist Michelle Bowley.

• *Downtown, quality of life issues*. Recognition by the supervisor for teamwork related to quality of life issues and crime problems that included efforts to reduce incidents related to alcohol and criminal mischief in the downtown. Officers and members recognized included Officer Brian O'Connor, Officer James Murphy, Officer Michael Brinkman, Officer Aaron Garneau, Officer John Gantert, Officer Brenden Bentz, Specialist Michael Beaudoin, Specialist Brian Daigle and Specialist Paul Barton.

• *Hostage Incident – November 30, 2007.* In addition to the members of the Strafford County Regional Tactical Team, there were a host of Department members from first responding officers securing the scene, to dispatchers both in the station and as part of the tactical team response, to support staff and volunteers that supported the Department and City through this call. All are to be recognized in some fashion, either with a bar for the uniform or a certificate of service.

•



Police Officer Pat Emerson

Service Recognition - The outgoing Rochester Police Commission was recognized for many years of service to the City of Rochester, not only by the City, but also by Police Standards and Training for their continued support of training programs for law enforcement officers.

Retirement Badge: Retired Chief Donald Vittum was *finally* presented with his retirement badge.

Support Person of the Year: Tina Desjardin, Parking Enforcement Officer.

Volunteer of the Year: Kellie Brochu.

Lifesaving Award: Officer Keith MacKenzie.



Officer McKenzie & Officer Fina

The Communications Center was lauded during National Tele-Communicators Week in April with a proclamation from the Mayor.

The Department was recognized with a proclamation from the Mayor during National Police Week in May.

Communications Supervisor Martha Swats is nominated by Mayor Larochele for the Unicel Hometown Hero award.

Dep. Chief Allen on behalf of the department will be recognized with a Congressional Award for work done on November 30, 2007.

NH Police Training Academy Recognition was given to Officer Molly Aubuchon for most improved cadet award and the physical fitness award.

Acknowledgments by Citizens or the Department:

The following officers and members were thanked by the Department or by citizens for their assistance in the community. Some were recognized more than once for different events. They include: Capt. Dumas, Capt. Callaghan, Chief Dubois, Off. Emerson, Crime Analyst Jade Lambert, Dep. Chief Allen, Det. Bonneau, Det. Mangum, Det. Ball, Det. Frechette, Det. Sgt. Triano, Det. Stickles, Off. Aubuchon, Off. Blair, Off. Bentz, Off. Funk, Off. Jackson, Off. Lambert, Off. Mackenzie and Fina, Off. Flathers, Off. Miehle, Off. Mundy, Off. Rousseau, Off. Babine, Sgt. Bossi, Sgt. Burke, Sgt. Deluca, Sgt. Dugas, Sgt. Thomas, Spec. Bruce Daigle, Spec. O'Connor, Spec. Brian Daigle, Spec. Reinert, Supervisor Swats.

The Department thanked Chief Conway of Barrington for a mutual aid assist. The Department was thanked for commitment to excellence during Nov. 30th incident and in turn the Department thanked businesses such as Ben Franklin, Profile Bank and Rochester Main Street, as well as the American Red Cross and the York Canteen Unit for all they did during the incident. The Department was thanked for hosting a homicide training school attended by area departments; Superintendent Michael Hopkins thanked the Department for response to recent threat rumors at the school.

### **Major Service Responsibilities**

Our major service responsibilities are to protect life and property through an effective partnership with the public and to address the needs and concerns of citizen customers. Our goals for the year and progress on them are as follows:

- 1. Build and improve Relationships Internally Through Team building and effective Communication.**
- 2. Build and improve community relationships through effective communication.**
- 3. Enhance preventive policing through public and private partnerships.**

Report Goal #1 - We had planned to reach national accreditation to support this goal. Staff and funding reductions that took place during the year, which have continued into FY09 will prevent us from achieving national accreditation by our intended goal date. However, we have instituted a new policy manual and have started file-building processes that will position us well once the financial picture has stabilized. This is projected to extend beyond FY10 due to lack of financial support of our requests.

We have included various department staff as part of an evidence collection team. This has increased our capability and provided staff with growth opportunities that were previously unavailable.

Our continued evolution of the Comp stat System has resulted in a weekly mission statement provided by each line supervisor, including investigative staff. Our focus on targeted crime reduction activities has improved as a result while at the same time ensures increased community contact between officers and those we serve.

Report Goal #2 - We have made great progress with the RUN (Rochester United Neighborhoods) Program. Department representatives, including patrol and support divisions have been assigned to each ward of the city. We have aligned our agency with the Main Street Program, and stay connected via meetings and newsletter submissions.

Our web site has been redesigned to be more informative and is now interactive with community members.

We have completed a community survey and conducted joint training sessions with area departments.

Report Goal #3 - Our School Resource Officers have instituted bulletin boards in the middle and high schools as well as increased classroom interaction between students and law enforcement. Our programming with the summer recreation department has been extremely successful and all our work with students in this regard has involved youth services staff and extended to all levels of our Department.

### **Fiscal Year Accomplishments**

We are pleased to report the following year-end achievements by your police department:

- The tactical team, formerly known as our SAFE term was merged into a regional team, now known as the Strafford County Regional Tactical Operations Unit. The team abilities were tested on November 30, 2007, as our City made international headlines.
- In line with first response capabilities we were funded for a 4x4 active response vehicle. This vehicle contains emergency response equipment, made readily available to responding officers should the need arise.
- Now in our second year of dispatching for Frisbie ambulance, we added an additional communications specialist to the staff.
- We saw unparalleled success with the cooperative efforts between the police department and the city's recreation department with the participation of our school resource officers to the camp program. This gave us the ability to foster relationships with our youth, to prepare the youth for the role of the school resource officer in the school, and provided the youth access and knowledge of the police department during "police day" at summer camp.
- We were notified of an earmark from Congresswoman Carol Shea-Porter and we received official notice from the Department of Justice that we would be receiving \$233,825.00 pending successful submission of our grant application.
- We provided a daylong training for all officers of the Department on interaction with juveniles. This program is not available in any area of the State, and our

Youth Services staff created a curriculum and implemented the program with the assistance of area youth.

- We underwent a restructuring during this reporting period and increased street level supervision, and decreased mid-level management. We added an additional officer to a street level position through reassignment of a detective position. We further replaced a lieutenant prosecutor with 2 part time officers, reducing command staff positions.



Police Sergeant Tony Bossi

### Commentary

The fiscal year accomplishments are a direct credit to the Police Commission and staff. Our efforts and results are impressive and we achieved success in all areas. Commanders are doing an excellent job with employee engagement. Quarterly updates showed continued progress on our goals for the year. Officers and staff have responded well to the demands of the profession. I would like to publicly thank the men and women of the Rochester Police Department for the hard work and dedication over the past year. I am fortunate to lead an agency that remains on the cutting edge of progressive law enforcement.

We also recognize the City Council for the funding and support of various projects and programs. Paramount to our success is the support of the citizen's of the City. With areas that we track on the rise, we remain creative and enthusiastic, providing safety services in the fifth largest community in the State.

## **Future**

It is our vision that the Rochester Police Department will continue to be a cornerstone of progress and a model police department in service to our citizens, constantly improving the quality of services that we render. We are prepared to do our part in balancing and prioritizing our services to the community. We will continue to develop our expanded ability in some areas to provide diversified services along with the rest of progressive law enforcement. We are committed to offering the best service to the residents and visitors to the City, which can be accomplished through our community policing programs, advanced technology and input from our citizens.

Respectfully Submitted,

Chief David G. Dubois



Police Chief David Dubois

**REPORT OF THE PUBLIC WORKS DEPARTMENT  
2007 -2008**

The Public Works Department is committed to protecting the safety, health, and welfare of its residents and visitors by providing clean water, removing and treating sewage, and maintaining our roads, sidewalks, public buildings, parks and City cemeteries. This department works with the Mayor, City Council, City Manager, and all other departments, to provide the best service within our means.

The Department helped with community projects such as: Lilac Family Fun Festival, Moonlight Madness, the Summer Festival, the Christmas Parade and the hanging of downtown Christmas holiday season decorations.

The 2007-2008 winter was a record setting winter with 24 treatable storm events. The amount of sand applied to the roads was approximately 906 tons and 4,435 tons of salt was used.

Highway/Fleet Supervisor, Richard Cousins returned from active duty in Iraq on December 10, 2007. We are very pleased he has returned safe and sound.

Most of the early part of the fiscal year involved recovering from the storm event of April 16, 2007. Work started in earnest on the replacement of the box culvert that carries Heath Brook under Salmon Falls Road, which was undermined by the storm and required closing the road. Work on the replacement of the culvert commenced on July 9 and the bridge was reopened to traffic on August 8, 2007.

The new toter program started in May 2008. This program has been extremely successful in increasing recycling in the City.

**The Public Works capital improvement projects initiated or completed during the Fiscal Year include:**

- The following Streets were paved with a final layer of paving this Fiscal year: Chestnut Hill Road between Little Falls Bridge Road and Cross Road, Airport Drive, Sunset Drive between Rochester Hill Road and Dartmouth Lane, and Walnut Street between Twombly Street and Washington Street.
- Work continued on the comprehensive program to reduce inflow and infiltration of storm water and groundwater into the sanitary sewer system in East Rochester. Work on Grove Street, Abbot Street, Hickey Street, Magic Avenue, Warren Street, Main Street (Portland to Cocheco), Penny Lane, Raab Street and Trestle Street was completed during this year. In conjunction with this project work began on the relocation and upgrade of the Main Street sewer pump station in January 2008 and continued through the end of the fiscal year.
- In July, a significant contract was begun to reconstruct South Main Street between Crocket Street and Columbus Avenue. Work included the

rehabilitation of the historic brick arch culvert that carries Willow Brook under South Main Street, the replacement of the sewer pump station at Willow Brook with a larger more capable pump system, new curbing and sidewalks and the replacement of sewer and drain pipes where needed and the increasing of the water main from 6 inches to 12 inches throughout the corridor. This was the first year of the two-year project.

- In September work began on the reconstruction of Hanson Street. In this project new water, sewer, and drainage pipes were installed on Hanson Street and Central Avenue. Additionally, decorative features were installed on Hanson Street intended to restore the street to its former importance as a downtown commercial street. Work continued throughout the year.
- In late August work began to reconstruct the bridge that carries Chesley Hill Road over Axe Handle Brook. This bridge was washed out during the Mother's Day flooding of 2006, resulting in Chesley Hill Road being closed to through traffic. The new bridge was completed on September 28, 2007 and the road was reopened to through traffic once again.
- In June, work began on constructing a parking lot on Congress Street just south of South Main Street. For many years this space was an open lot that was informally used for parking. This project involved defining the limits of the parking lot, paving it and adding curbing and signage to clearly show how and where cars could park.



Police Officer Jeff Taylor and Thomas Willis, City Engineer

Public Works reviewed and oversaw privately financed construction of several streets during the year, however no developers petitioned the City for acceptance of any of the streets during the year. Developers did fund and began work on adding infrastructure that would benefit the City as well as support their development. Work began on a water booster station upgrade on Industrial Way that will ensure adequate water pressure that is supplied to the Ebony Drive neighborhood for which construction was begun. Developers also funded the extension of a sewer pump station and force main on the southern portions of Flagg Road to Route 125 and developers funded the widening of Washington Street and relocation of Pine Lane in support of the Rochester Crossing Shopping Center that was opened in October.

- Additionally, the department reviewed and issued 69 driveway permits and 46 excavation permits

The department manages the regional household hazardous waste collection effort annually. A household hazardous waste collection took place on May 3, 2008, at the Waste Management of New Hampshire Landfill. Approximately 262 vehicles dropped off waste at the event.

## **WATER DIVISION**

The staff at the Water Treatment Plant continues to comply with the State and Federal Drinking Water standards. This is accomplished through teamwork and a dedicated staff. We provide a quality product and service and seek complete customer satisfaction. The Water Treatment Plant staff listens, acknowledges, responds, takes action, reports and follows up with all aspects of operations.

The plant continues to run very well and produces a high quality drinking water. The Water Treatment plant treated and filtered 805,743,000 gallons of water with an average daily flow of 2.21 million gallons per day. This is 108.4 million gallons less than the previous year.

Work began on the installation of a baffling curtain in the clear well at the water treatment plant. This baffling system enables better chlorine contact time and the development of a full chlorine residual in the water supply. It also reduces the chance of chlorine short circuiting through the plant and into the distribution system where there is a better chance of the formation of undesirable disinfection byproducts.

The Salmon Falls 2.0 MG water storage tank was painted and inspected to ensure sanitary and structural integrity to help improve water quality.

### **Distribution:**

The distribution crews were very busy repairing water main leaks, water services, and relaying services. Spring and fall fire hydrant flushing was completed.

Continued efforts are being made to explore for additional sources of water supply to meet the city's future water consumption needs. Exploration efforts continued to be focused in the Salmon Falls River basin in the southeastern quadrant of the city.

### **SEWER DIVISION**

The Division of Public Works Wastewater Treatment Facility is dedicated to the treatment of wastewater that flows into our facility from Rochester, East Rochester and Gonic and to delivering a clean, clear and safe effluent into the Cocheco River.

The present day advanced Wastewater Treatment Facility is designed to treat an average of 5.0 million gallons per day (mgd) with a peak design flow of 16 million gallons per day (mgd). The City operates under the strict effluent limitations and monitoring requirements contained in the July 23, 1997 National Pollution Discharge Elimination System (NPDES) Permit issued by the U.S. Environmental Protection Agency.

During the fiscal year we continued to work with and support the efforts of the Cocheco River Coalition by performing E-Coli testing and reporting data. We have completed the installation of the SCADA systems at all of our remote wastewater pumping stations to provide monitoring, reporting and alarming capabilities. We installed new control panels at four submersible pump stations and emergency generator hook-ups at nine of our smaller pump stations. We completed a pilot study with our consultant engineers and Waste Management, Inc for evaluating the effects on the City's wastewater treatment process with additional flow from WMI's pretreatment facility. We completed a preliminary feasibility study of alternative discharge locations from the wastewater treatment facility and compliance with potential new NPDES permit effluent limits. Developed a Request for Proposal (RFP) for upgrades for design services to the wastewater treatment facilities influent headworks, pumping station and septic receiving facility – awarded services contract to CDM. We replaced two burners for our heating system. Plant personnel removed trees and vegetation along an outer bank of a lagoon as required by NHDES Dam Bureau. City Council adopted EPA approved local limit modifications and EPA Sewer Use Ordinance streamlining rule changes. Completed NHDES permitting process for all generators that fall under the Public Works Dept. This has been a very busy and rewarding year as we have worked closely with other divisions and consultants on many projects throughout the City to include pump stations, collections systems and alum sludge treatment/disposal.

The Wastewater Treatment Facility continues to operate below projected O&M costs for power, chemicals, equipment maintenance and plant staffing levels. The staff continues to put forth an outstanding effort to achieve permit compliance through operational control, preventative maintenance, teamwork & training.

The Wastewater Treatment Facility treated 1,260,097,000 gallons of wastewater. The average daily effluent flow was 3,452,321 gallons. The facility continues to produce a high quality effluent and is running extremely well as we have removed 396,330

pounds of CBOD (98%) and 737,869 pounds of TSS (99%). We have also received and treated 2,209,410 gallons of septage.

### **HIGHWAY/FLEET DIVISION**

The Highway/Fleet Division is dedicated to ensuring the City's streets are maintained in the best possible condition within funding constraints. Responsibilities include maintaining all paved and gravel roads, sidewalks, pavement markings, traffic signals, street trees, drainage facilities, as well as insuring that the public works fleet of vehicles and equipment are in good running order.



Rocky Nau Plowing Snow

This fiscal year the Highway crews were diligent in emergency repairs due to the April floods as well as completing repairs from the May 2006 floods. Highway crews also shimmed several streets. In support of the pavement rehabilitation program, crews redefined ditch lines and graveled shoulders on several streets. Numerous pavement cuts were repaired. Crews installed culverts at various locations.

### **BUILDINGS & GROUNDS DIVISION**

The Buildings and Grounds staff has been very busy keeping the City's thirteen buildings and several parks in the best condition possible. The division has received many compliments on the jewel of Rochester's parks – the Rochester Common.

**REPORT OF THE DEPARTMENT OF  
RECREATION, ARENA AND YOUTH SERVICES (RAYS)  
2007-2008**

The following Vision Statement exemplifies RAYS philosophy. *The Department of Recreation, Arena and Youth Services (RAYS) is committed to providing recreational and community programming aimed at enriching the quality of life in Rochester. We strive to maintain meaningful connections with the community by providing programs, services and facilities that foster a healthy community.*

RAYS continued to be responsive to community needs by offering a wide variety of opportunities for Rochester residents for programs at no cost or programs with easily affordable fees.

RAYS very successful preschool programming expanded with the addition of Splash Class and Preschool Skate. Coed Adult House Hockey was a new program that has appealed to a variety of ages and skill levels. In addition perennial favorites were well attended: basketball, Learn To Skate, Summer Camp, swim lessons, Youth House Hockey, 3-5 year old Sports and Concert on the Commons. Special events that appealed to families (Skate With Santa, Halloween Party, Earth Day Clean Up) enjoyed an increase in participation.



Brooke Donnelly at Splash Class

February and April Vacation Camps were reinstated and filled a niche for parents looking for childcare during school breaks. Holiday Craft programs were very popular with families.

The summer of 2007 was the second year of the free Neighborhood Camp. The program was moved to William Allen School where expanded participation was seen.

This year RAYS participated in the Junior Olympic Skills Development program for the first time. Rochester hosted the regional finals in June. An eight year old from Rochester traveled to Chicago for the national finals where he won his age group.

For more information on current RAYS programs, visit [www.rochesterrec.com](http://www.rochesterrec.com)



RAY'S Staff: Sarah Ward, Chris Bowlen, Anne May

**REPORT OF THE SUPERINTENDENT OF SCHOOLS**  
**2007-08**

**To the School Board and Citizens of Rochester:**

During the 2007-2008 school year, Rochester School Department continued the focus on reading and math instruction at all levels. All eight elementary schools are making progress toward the 90% Reading Goal. The District developed four key areas of focus; student engagement in math, non-fiction writing across all subject areas, improved communication between special education and regular education staff, and monitoring of all programs on a regular basis.

**Reading and Mathematics Instruction**

The District added more reading and math interventions at the elementary level and began scheduling interventions at the Middle School. Interventions allow students to return to grade level, if they have fallen behind for some reason. The student performance on NECAP assessments increased over last year, and exceeds the State Average in most subjects and grade levels.

**Staff Changes**

We had administrative changes at both the Middle School and High School level. Mr. John Shea became the new High School Principal along with three new Assistant Principals at the High School. At the Middle School we had a new Principal and two new Assistant Principals. The new administrators worked closely with the Central Office Administration to make a smooth transition for students, parents and staff.

**Facilities**

The renovations at the Community Center for Bud Carlson Academy were completed in June 2008. The Honeywell Energy Project was completed in February, 2008. The significant saving in heat and energy came at the right time as energy costs skyrocketed.

**Rochester Special Education Revenues and Expenditures**  
**As required by RSA 32:11-a**

**Table 1: Special Education Revenue**

	2005-06	2006-07	2007-08
Tuition from other districts	288,775.70	232,543.07	249,893.80
Tuition for foster children	0.00	0.00	0.00
Catastrophic Aid (State)	653,998.74	655,668.29	625,522.11
Medicaid Reimbursement (Federal)	429,868.72	454,301.57	501,852.40
Special Education Grants (Federal)	1,000,119.00	1,274,693.91	1,075,954.85

**Table 2: Special Education Expenditures**

	2005-06	2006-07	2007-08
Salaries and Benefits	8,560,899.10	9,055,696.00	9,657,201.31
Tuition and Contracted Services	1,742,511.04	1,650,658.10	1,614,042.26
Supplies and Equipment	53,676.33	198,724.66	86,713.13
Other expenses	102,370.71	109,057.98	81,000.45
Special Area Administrative Services	512,782.84	677,911.62	714,622.65
Transportation	483,468.08	564,639.46	569,857.85

**Table 3: Revenue to Expenditure Analysis**

	2005-06	2006-07	2007-08
Total Revenues	2,372,762.16	2,617,206.84	2,453,223.16
Total Expenditures	11,455,708.00	12,256,687.82	12,723,437.65
Net Local Cost	9,082,945.84	9,639,480.98	10,270,214.49

**Table 4: Sources of Revenue as Percent of Total**

	2005-06	2006-07	2007-08
Federal Sources	12.48%	14.11%	12.40%
State Sources	5.71%	5.35%	4.92%
Other Sources	2.52%	1.90%	1.96%
Local Property Tax	79.29%	78.64%	80.72%

## School Board Membership and Staffing

Rochester School Department  
July 1, 2007 - June 30, 2008

**July 1, 2007 - December 30, 2007**

**January 1, 2008 - June 30, 2008**

<b><u>Seat</u></b>	<b><u>Member</u></b>	<b><u>Seat</u></b>	<b><u>Member</u></b>
Ward 1	Peggy Parker Audrey Stevens	Ward 1	Peggy Parker Audrey Stevens
Ward 2	Nancy Warren William Brennan	Ward 2	William Brennan Caroline McCarley
Ward 3	John Connelly Diane Moody	Ward 3	John Connelly Timothy Bruneau
Ward 4	John Rossi “Jae” Duntley	Ward 4	Anthony Pastelis Travis Allen
Ward 5	Pamela Hubbard Charles DeVito	Ward 5	Pamela Hubbard Mark Torr
Ward 6	Frank Callaghan Robert Watson	Ward 6	Frank Callaghan Robert Watson
At-Large	Anne Grassie	At Large	Anne Grassie



Spaulding High School

***Standing Committees*****July 1, 2007 - December 30, 2007**

<u>Committee</u>	<u>Members</u>
Building	John Connelly, Chair Frank Callaghan Diane Moody John Rossi Robert Watson
Discipline	Pamela Hubbard, Chair “Jae” Duntley Rotating Third Member
Finance	Nancy Warren, Chair Charles DeVito John Connelly “Jae” Duntley Anne Grassie Pamela Hubbard Audrey Stevens Robert J. Watson
Instruction	Anne Grassie, Chair William Brennan Charles DeVito Pamela Hubbard Robert J. Watson
Personnel	Audrey Stevens, Chair John Connelly Anne Grassie Peggy Parker Nancy Warren
Policy	“Jae” Duntley, Chair William Brennan Charles DeVito Anne Grassie Nancy Warren
Special Services	Peggy Parker, Chair Frank Callaghan Diane Moody John Rossi Robert Watson

**January 10, 2008 - June 30, 2008**

<u>Committee</u>	<u>Members</u>
Building	John Connelly, Chair Frank Callaghan Timothy Bruneau Anthony Pastelis Mark Torr
Discipline	Pamela Hubbard, Chair Peggy Parker Rotating Third Member
Finance	Robert Watson, Chair Pamela Hubbard Frank Callaghan John Connelly Anne Grassie Caroline McCarley Peggy Parker Anthony Pastelis Audrey Stevens
Instruction	Anne Grassie, Chair Anthony Pastelis William Brennan Pamela Hubbard Caroline McCarley
Personnel	Audrey Stevens, Chair Peggy Parker Travis Allen John Connelly Anne Grassie
Policy	Anthony Pastelis, Chair William Brennan Travis Allen Peggy Parker Mark Torr
Special Services	Caroline McCarley, Chair William Brennan Timothy Bruneau

Frank Callaghan  
Mark Torr

### **Central Office Administrators**

Michael L. Hopkins, Superintendent of Schools  
Kent Hemingway, Assistant Superintendent of Schools  
Sharon Pray, Director of Pupil Services  
Sally Riley, Curriculum Coordinator  
Susan Deese, Curriculum Coordinator  
Marty Brennan, Title I Director  
David Yasenchock, Chief Technology Coordinator  
Richard Kalisz, Facilities Manager

### **Principals**

John Shea, Spaulding High School  
Valerie McKenney, Rochester Middle School  
Steve LeClair, Chamberlain Street School  
Nancy Loud, East Rochester Annex (Teaching Principal)  
Teresa Bailey, East Rochester School  
Martha Wingate, Gonic School  
Barbara McDowell, Maple Street School (Teaching Principal)  
Arlene Walker, McClelland School  
Nancy Booth, School Street School (Teaching Principal)  
Robert "Rob" Hanson, William Allen School

### **Assistant Principals**

David Robbins, RW Creteau Technology Director  
Alicia Hervey, Spaulding High School  
James O'Rourke, Jr., Spaulding High School  
Robert Seaward, Spaulding High School  
Kate Zacharias, Spaulding High School  
Christopher Foley, Rochester Middle School  
Art LeClair, Rochester Middle School  
Gwen Guess, Chamberlain Street School  
Maureen Oakman, East Rochester School  
Robin Brown, McClelland School  
John Safina, William Allen School

### **School Nurses**

Nancy Graham, RN (Head Nurse)  
Christine Ballentine, RN  
Robin Bickford, RN  
Holly Borrazas, RN  
Robin Hutchins, RN  
Stepahnie McSharry, RN  
Elaine Paula, RN  
Jennifer Saucier, RN  
Bethann Welch, RN

**REPORT OF THE TAX COLLECTORS DEPARTMENT**  
**2007-2008**

The responsibilities of the Tax Collector's office consist of the collections of property taxes, water & sewer utility bills, current use taxes, timber, gravel & yield taxes, and other department collections. The Tax Collector's office executes property tax liens on delinquent taxes, files tax lien redemptions and sends notices to all property owners & mortgagees for all properties that will be going to tax lien & tax deed.

The Tax Collector's office also processes auto registrations. In 2007-2008 we processed approximately 34,648 registrations totaling 4,001,005.58. We collected \$64,240.00 in Municipal Agent fees as we were issuing plates & decals as an agent for the State of NH. We also process auto registration renewals online and in 2007-2008 we processed 1,068 online renewals.

In 2007-2008 we collected on approximately 27,740 water & sewer bills.

Revenues collected by the Tax Collector's Office:

Total Warrant	42,964,450.00
Timber & Gravel Tax	13,719.00
Int Delinquent Taxes	592,401.46
Chg Tax for CU Removal	251,702.00
Motor Vehicle Permits	4,001,005.58
Misc-RR Natl Bk Tax	1,403.92
Water	2,968,664.32
Sewer	4,222,297.48

The Tax Collector's Office consisted of three full time employees and four part time employees. Our main goal in the office is to provide courteous and efficient service to all.

The Tax Collector's office staff consisted of Doreen Jones-Tax Collector, Karen Paquette-Deputy Tax Collector, Virginia Gray-Clerk Typist, Shirley Gray-Clerk Typist, Pat Cox-Clerk Typist, Lorraine Morin-Clerk Typist (who resigned in 2007), Annette Dashaw-Clerk Typist, and Pauline Roseberry –Clerk Typist (hired to replace Lorraine Morin). I would like to thank all my staff for all their hard work & dedication through out the year.

Respectfully submitted,

Doreen Jones, CTC  
Tax Collector

**REPORT OF THE WELFARE DEPARTMENT**  
**2007-2008**

In compliance with RSA 165, the welfare department for the City of Rochester administers local emergency assistance for poor individuals unable to support themselves and require assistance in a financial crisis. It is our mission to meet our legal obligations in the most professional, thoughtful and cost effective manner possible.

The City of Rochester budgeted \$500,000 for direct assistance for fiscal year 2007-2008. A total of \$363,838.90 was expended. City Welfare formally assisted 453 families and 345 single households.

Rochester City Welfare staff continues to take pride in our pro-active case management approach that has resulted in increased self-sufficiency for clients, at a lower cost to city taxpayers.

Although rental rates have stabilized, the increase in home foreclosures has not only affected homeowners, but also renters, as they have been given notice to vacate buildings being foreclosed upon. The increases in heating fuel costs have also affected resident's ability to heat their homes and/or results in less money for residents to expend for other basic expenses.

As has been true for the last several years, the waiting lists for subsidized housing remained at 3-5 years. Disability decisions at the state and federal level continued to average about 1 year.

City Welfare works closely with local homeless shelters, including the *Homeless Center for Strafford County* located in Gonic, to find appropriate emergency housing for residents in need. Homeless shelters not only shelter residents from the elements, but often provide needed support and case management to ensure a more long term solution to their current crisis. This is a great benefit to those in need of shelter and a cost savings to city taxpayers.

City Welfare continued an annual Toy Bank collaboration with the Rochester Fire Department, helping families in financial distress at Christmas. City Welfare also continued a Back-to-School collaboration with Grace Community Church, which outfitted many children with new backpacks and needed school supplies. As in years prior, City Welfare received \$10,000.00 from the McKinney Grant (HUD money). These monies are discretionary, and are used generally for emergency utility assistance, and from time to time with those individuals who may be categorically ineligible to apply for General Assistance.

**Issuance of General Assistance Vouchers for Families:**

Burial.....	\$4,000.00
Dental .....	1,606.00
Electricity.....	15,872.80
Food.....	880.00
Fuel Heating.....	25,450.16
Gas Heating.....	1,454.99
Household Goods.....	345.00
Medical .....	.00
<b>Miscellaneous .....</b>	<b>.00</b>
Mortgage .....	2,514.56
Prescriptions.....	18,799.60
Rent.....	131,923.92
Temporary Shelter (motel).....	4,003.95
Transportation.....	374.00
<b>TOTAL</b>	<b>\$207,224.98</b>

Issuance of General Assistance for Individuals

Burial.....	\$3,500.00
Dental .....	3,254.00
Electricity.....	6,069.60
Food.....	414.00
Fuel Heating .....	14,045.05
Gas .....	1,205.27
Household Goods.....	20.00
Medical .....	.00
Miscellaneous .....	.00
Mortgage .....	1,859.28
Prescriptions.....	27,989.88
Rent.....	92,907.35
<b>Temporary Shelter (motel).....</b>	<b>5,349.49</b>
Transportation.....	.00
<b>TOTAL</b>	<b>\$156,613.92</b>

Average cost per case/Family **\$457.45**  
Single **\$453.95**

Total vouchers issued: **\$363,838.90**

I extend a special thanks to the previous Welfare Director, Lynn Carey, who passed away in April of 2008 from Cancer. She was a courageous human being and is greatly missed by all City Welfare staff.

I would like to thank the following staff for their dedicated service to this office: Gail Bennett, department Secretary III (26 years of service,) Social Worker, Nancy Lawrence, hired in June 2008, Secretary I, Crystal DeButts and Secretary I, Nancy Sirois. Their dedication through this busy and challenging year has been greatly appreciated.

Respectfully submitted,

Todd M. Marsh  
Welfare Director



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